



Project title	<i>New Professional Diploma in Plant Clinic and Phytosanitary Technologies (PRO-DPCP)</i>
Project No	<i>609550-EPP-1-2019-1-BG-EPPKA2-CBHE-JP</i>
Funding Scheme	<i>Erasmus + KA2 - Capacity Building in the field of Higher Education</i>
Work Package	<i>WP6 – Quality Control</i>
Task 6.4	Internal quality control of teaching resources; trainings and assessment of Plant Clinics
WP Leader	<i>SCU</i>
Status-Version	<i>Final</i>
Date	<i>1/11/2023</i>
Editor	<i>Prof. Waleed Shaban Prof. Manal H. Eid</i>
Dissemination level	<i>Internal</i>





Expected Deliverable/ Results/ Outcomes	Work Package and Outcome ref.nr	WP6 : Activity 6.4.
	Title	Internal quality control of teaching resources; trainings and assessment of Plant Clinics
	Type	<input checked="" type="checkbox"/> Report
	Description	<p>Project QC panel staff will provide quality reports on</p> <ul style="list-style-type: none"> • teaching resources • training materials • Map and agree over scope and scale of macro issues that affect/will be affected by the project. • Discuss options to mitigate adverse impacts. • Sensitize stakeholders to the need for monitoring and evaluation of the project on an on-going basis. • Identify specific capacity needs for entities within the communities, including households, likely to be recipients of development assistance. • monitor the module format, outline and methodology. • examine trainings with student-trainers on participatory training methods and module development. • Provide support and supervision to the student-trainers as they implement and validate the training methodology and content. • To oversee the publication of the module in the appropriate local language. • relevance and quality of existing teaching resources to the field of sustainability and innovation in teaching resources quality of resource platform <p>To allow plant clinic staff and their supervisors to define the quality criteria and monitoring methods themselves will help raise awareness about clinic performance and improve self-assessment skills. Monitoring visits will be done more consciously and systematically and to monitor indications on register management and decision-making processes to improve clinics as well as staff motivation. Monitoring protocols and quality assessment will be done for plant clinics operation.</p>
	Due date	3 weeks of M5-M6
Languages	En, Ar	



Target groups	<input checked="" type="checkbox"/> Teaching staff <input checked="" type="checkbox"/> Administrative staff <input checked="" type="checkbox"/> Other
Dissemination level	<input checked="" type="checkbox"/> Institution



FINAL INTERNAL QUALITY CONTROL MONITORING REPORT OF PRO-DPCP PROJECT

INTRODUCTION:

For Project No. **609550-EPP-1-2019-1-BG-EPPKA2-CBHE-JP**, New Professional Diploma in Plant Clinic and Phytosanitary Technologies (PRO-DPCP), this document presents internal quality control and monitoring of **PRO-DPCP**. It is created within the parameters of the project's WP6 (Quality Plan) in accordance with the project's description and all relevant laws and regulations.

Work Package-6 "Quality Control and Mentoring":

However, **WP6** ensures the processes used throughout the project lifecycle by outlining every step of the process to guarantee delivery of the expected quality. This work package's purpose is to offer instructions for managing projects on a daily basis and for carrying out actual project development tasks, such as producing reports, carrying out redaction procedures, and establishing performance standards for work outputs. Document management procedures are also offered. This includes guidelines for document classification and identification, typographical standards, and document status.

Suez Canal University (Partner 7) and Quality Control Leader:

Since **Suez Canal University (SCU)** is a partner in WP6, its responsibilities include creating internal and external quality committees, developing a monitoring, evaluation, and quality plan that is applicable to the teaching process, holding regular QC meetings, assessing participant and student satisfaction, and having external evaluators conduct monitoring visits. Also, **SCU** serves as the lead organization and coordinates and oversees the whole quality control work plan, timeline, activities, and outputs, including the creation of the quality control plan as well as the interim and final quality reports. All quality control and evaluation actions planned for **the PRO-DPCP** Project as outlined in WP6 are the responsibility of **SCU and the Quality Control Leader (Prof. Waleed Shaban)**, in collaboration with the Project Coordination and partners.

Internal Quality Committee:

The Internal Quality Committee works together with the Project Coordinator and the Quality Control Leader to plan, organize, and carry out the project's quality-related responsibilities. The committee includes members of the **SCU** project team and one member from each participating



institution with relevant experience in quality control. The Internal Quality Committee directly supports the project coordinator in monitoring and evaluating project quality and results and in developing monitoring, evaluation, and quality plans. It is the supreme decision-making body of the partnership and makes final decisions on the quality of key deliverables and the project itself. The steering board also serves as the internal quality control committee to prevent fragmentation and duplication of structures and functions. As a project description, internal quality committee meetings may be held during management committee meetings or linked to other project events for cost-efficiency reasons and held at least twice a year for the life of the project. It was assumed that it was coordinated by the quality control leader as agreed by the steering committee.

I-Inspection of the internal quality control committee:

Since then, during the project's internal quality control committee meeting, members of the project's internal quality and steering committee have been invited to complete an evaluation form covering all work package activities at each partner's location.

The internal quality control visit was conducted by a representative of the Egyptian project partners at Mansoura University (MAU), Alexandria University (ALU), South Valley University (SVU), Sohag University (SOU), and SCU in September and October 2022 as part of Work Package 6 (Quality Control and Monitoring) of the Erasmus+ project PRO-DPCP (**New Professional Diploma in Plant Clinic and Phytosanitary Technologies**).

The internal quality control committee received each draft of deliverables from auditors and provided feedback using the Quality Control Checklist form. The task leader allowed quality control personnel who were not involved in the creation of the deliverable to review each deliverable.

Following the collection of replies from internal quality control committee members, the SCU wrote a brief report based on the evaluation.

🚩 The following list of the members of the internal quality control committee.

- 1- Professor Waleed Shaban – SUC: **Quality Control Leader**
- 2- Professor Mohamed Elaidey – MU: member
- 3- Professor Nader Ashmawy- ALU: member
- 4- Professor Ahmed Hassanien- SOU: member



- 5- Professor Islam Ibrahim- SOU- member
- 6- Professor Mahmoud Sadek SVU- member

II-The schedule for the internal quality control committee during the visits:

The meeting's goal was to accomplish WP 6's Quality Control and Monitoring—Quality Plan objectives in relation to project PRO-DPCP partner number 7, SCU. The agenda was followed, and sessions were held in each university's building.

- ✚ Commonly, on the first day of the meeting, according to the agenda, after the welcome speech and short introduction of each university by the president of the university, the local coordinator (**see the list of names**) at each university gave an overview of the activities implemented in the first year of the project and gave the report about the university quality control report of the project.
- ✚ The second day of the meeting was dedicated to the exchange of experience in implementing quality control procedures within Erasmus+ projects as well as the analysis of the structure of the SCU quality control form and possibilities for its improvement.

Rector and Local Coordinator's Name:

- 1- *Prof. Cherif Khater*- President of Mansoura University (P4)
 - Prof. Mohamed Elaidey- Coordinator
- 2- Prof. Nasser Mandour-President of Suez Canal University (P7)
 - Prof. Waleed Shaban- Coordinator
- 3- *Prof Mustafa Abd Elkhaleq*- President of Sohag University (P8)
 - Prof. Ahmed Hussein – Coordinator
- 4- *Prof. Yousef Gharbawi* - President of South Valley University. (P9)
 - *Prof. Yousef Gharbawi*– Coordinator
- 5- *Prof. Abd-Elaziz Konswa* – President of Alexandria University (P6)
 - *Prof. Nader Ashmawy* - Coordinator



III-Progress and activity reports per WP:

WP1. Preparation: AUP / Co-lead MU

- 1.1- Stakeholder assessment study for plant clinic program
- 1.2- Good practice visits to EU for benchmarking study
- 1.3- Staff needs for training in modern plant clinic techniques
- 1.4- Good practice guide for plant clinic services
- 1.5- Terms of reference to establish network signed

Agricultural University of Plovdiv (AUP), the project coordinator, oversaw the work package in close coordination with **Mansoura University**. In relation to **Task 1.1**, the four Egyptian partners developed instruments for productive and effective communication and conversation between the research community and key stakeholders (civil society, academia, the technical community, government, and the private sector) relevant to the project's goals. Partners prepared tools for reporting, time and cost management, procedures and guidelines for activity planning and revisions of **Tasks (1.2 and 1.3)**, and submission of deliverables to the WP1 leader as anticipated. Regarding WP1, **SCU** delivered **Task 1.4**: "Good Practice Guide for Plant Clinic Services" and distributed it to all partners, with **SCU** keeping intellectual property rights in the event that other partners did not contribute. While, **Task 1.5**: "Terms of reference to construct a network" was done. However, in order to avoid delays, numerous partners had to be involved in the writing and review processes, and the review period overlapped with the preparation of several other deliverables that were given priority.

WP2. Capacity Building of Equipment, Library and New Teaching Materials: ALU/ Co-lead SVU

- 2.1- Need of equipment/teaching materials approved
- 2.2- Space for network/training centers provided
- 2.3- Public tender call for purchasing of equipment's done
- 2.4- Equipment and literature purchased, installment



All Egyptian partners completed the general tasks of WP2 by purchasing the equipment on time, effectively installing it, and setting up the lab. Regarding Task 2.4, all of the Egyptian partners have decided in advance not to buy any selected plant clinic needed books or periodicals for the project library because each partner has a substantial library at his institute in addition to the Egyptian Knowledge Bank, which provides thousands of books and research journals in the field of plant clinics.

WP3. Training Activities in Plant Clinic Units for Diploma Program: UNINA /Co-lead UNIDEB

- 3.1-Staff/students training plan developed.
- 3.2-Training agreements signed among partners
- 3.3-Staff from PC trained on ECTS and pedagogy
- 3.4-Trainers trained on Plant Clinic Techniques.
- 3.5-Technical staff trained on new equipment.
- 3.6-Administrative in PC trained on ECTS system
- 3.7.e-learning and network developers trained
- 3.8-Students trained in field and lab practices
- 3.9-Internship of students applied
- 3.10-Short training program (every 3 months) conducted

The ten WP-3 activities were completed precisely on schedule and in compliance with UNINA-Italy's project proposal deadlines. Moreover, UNINA developed a digital professional practice model during the COVID epidemic that could be applied to professional studies work-based learning. But this strategy goes beyond what alternative education requires; it also helps professional education become more inclusive and generally more responsive to the labor market, which makes it harder to distinguish between the real and virtual worlds.

WP4. Development of Curriculum, Design of Diploma Program, Training and Network: UNIDEB /Co-lead ASU

- 4.1- Review of worldwide similar programs conducted
- 4.2-Teaching methodologies developed



- 4.3-Structure for new DPCP program designed
- 4.4-Teaching resource platform developed and web access
- 4.5-Clinic room operated and pests' cultures collected

Most of the events were held in cooperation with UNIDEB-Hungary. Task 4.2 will be developed using the benchmarking lectures that EU partners have previously given. However, it is fantastic to announce that after three workshops at SOU, ALU, and SCU, respectively, Task 4.3 has been finished. Task 4.4: AUP-Bulgaria, which created, produced, and oversees the project's primary website. On the other hand, Egyptian partners created an electronic page on their universities' platform to download their project materials and placed links to the rest of partners pages within these pages to be an integrated network in which the partners share the necessary learning materials. It's actually a significant task that calls for a separate effort. Therefore, the only deliverable would be a report outlining the tasks involved in completing this task. Since the partners are able to improve the scenarios, make them practical and helpful, and maintain their genuine needs at the center when practitioners are included in the design process from the beginning.

WP5: ALU /Co-lead SCU

- 5.1-New DPCP program accredited and catalogue printed
- 5.2-Teaching commitments to staff members assigned
- 5.3-New program announced/launched at each PC partner
- 5.4-First group admitted at PC partners
- 5.5- Second students group selected/enrolled
- 5.6-Internship report/Diploma graduation thesis evaluated
- 5.7-Graduation ceremony of first diploma graduates

All the tasks were finished, and certificates of completion that were scanned in the form of pictures served as documentation. Given that SCU and SVU obtained their accreditations ahead of other Egyptian partners and graduated the first class of students with a certificate in plant clinic, it is evident that the majority of the activities were finished there.



WP6. Quality Control and Monitoring Plan:SCU /Co-leadSOU

- 6.1-Seminars held on QA, Bologna process, ECTS system
- 6.2-Set up quality monitoring groups for quality...
- 6.3-External quality control of the DPCP program
- 6.4-Internal quality control of teaching resources...
- 6.5-Internal quality control of dissemination activities ...

In this work package, the tasks were finished in accordance with SCU responsibilities. In Year 1, MU and SCU, controlled the principal purpose of Tasks 6.2 : to outline and specify the appropriate mechanisms and methods to keep an exceptional degree with inside the entire task shape and results and set up a foundation for efficient risk management. This become achieved in numerous ways: growing gear and strategies for risk and high-satisfactory management, growing inner structures to make certain all the PRO-DPCP companions are being knowledgeable approximately the traits and strategies in a task of this size, growing way to maintain up with the events surrounding PRO-DPCP. SOU demonstrated excellent participation in 2023 and gave an in-depth clarification of tasks 6.3 and 6.4.

WP7. Dissemination and Exploration: MU leader of work package

- 7.1-Plenary/press events at 3 sites Egyptian partners held
- 7.2-Dissemination operational plan developed
- 7.3-Inauguration of new DPCP program websites
- 7.4-Seminars, meetings / symposia of plant clinic conducted
- 7.5-DPCP program dissemination tools applied
- 7.6-Field days implemented at each partner site
- 7.7-Project operational plan of exploitation developed
- 7.8- Sustainability plan
- 7.9-Workshop on future cooperation among consortium
- 7.10-Legal agreements/business contracts done
- 7.11-Laboratory and field analysis paid services
- 7.12-Consultation and Training Centers (CTC) set up



The dissemination operations for the PRO-DPCP project have been greatly aided by the initial dissemination plan and activities as outlined in the related WP7 (available in the project description). There have already been a lot of distribution efforts, and there will definitely be more under MU's purview. To capitalize on project outcomes, the five EG partners (MU, ALX, SCU, SOU, and SVU) keep using social media channels and their own communication techniques. All five partners must increase the project's dissemination efforts in order to increase the project's visibility to relevant actors and target audiences, both inside and outside of their institutions.

WP8. Management:AUP /Co-leadMAU

8.1-(Kick-off meeting)/1st year work plan

8.2-Day to day management implemented in project sites

8.3-Project steering committee meetings

8.4-First project report prepared

8.5-Final project report prepared

- ❖ To ensure effectiveness, decisiveness, flexibility, and high-quality work, the project management structure was formed at **the project's Kick-off meeting** at the **Agricultural University of Plovdiv in Bulgaria in 2019**. The Coordinator, the Steering Committee, the Management Committee, and Quality Management are all involved. (The project steering committee, which includes representatives from all project partners), was constituted at the kick-off meeting. As the leader of Work Package 8, AUP regulated a range of topics concerning the roles of the steering board and management board, in addition to associated business organizations and other parties involved in carrying out the project.

Conclusion:

The meetings came to an end with the following outcomes after the fruitful discussions: With a few minor adjustments and no delays, the project activities have been completed as originally planned, which hasn't had an impact on the overall implementation anticipated for the reporting period. This indicates that management and communication channels are often of a high caliber. As anticipated in the risk plan, COVID-19-related restrictions applied to international meetings. A combination of in-person and online methods was used to solve the travel-related challenges with



meeting participation. We were unable to visit ASU and monitor its operations as a partner P5 due to its non-participation in the second portion of the project and its absence from it altogether.

				Fulfilled	Nonfulfilled	Type of deliverable
WP4	4.1.	Review of worldwide similar programs conducted	Report	√		Report at SCU, SOU, SVU, MU and ALU
	4.2.	Teaching methodologies developed	Learning material, Report	√		Learning material, Report at SCU, SOU, SVU, MU and ALU
	4.3.	Structure for new DPCP program designed	Learning material, Report	√		Decision of Ministry of HE at SCU, SOU, SVU, MU and ALU
	4.4.	Teaching resource platform developed and web access	Teaching material, Training material, Report, Service/Product	√		Training material, Report, Product at SCU, SOU, SVU, MU and ALU
	4.5.	Clinic room operated and pests' cultures collected	Report	√		Report at SCU and SOU
WP5	5.1.	New DPCP program accredited and catalogue printed	Report	√		Report at SCU, SOU, SVU, MU and ALU
	5.2.	Teaching commitments to staff members assigned	Learning material, Report	√		Report at SCU, SOU, SVU, MU and ALU
	5.3.	New program announced/launched at each PC partner	Event, Service/Product	√		Report at SCU, SOU, SVU, MU and ALU
	5.4.	First group admitted at PC partners	Learning material, Report	√		Report at SCU, SOU, SVU, MU and ALU
	5.5.	2 nd students group selected/enrolled (winter- 2020)	Learning material, Event, Report	√		Report at SCU

	5.6.	Internship report/Diploma graduation thesis evaluated	Learning material, Report	√		Report at SCU and SVU
	5.7.	Graduation ceremony of first diploma graduates	Event, Report	√		Event ,Report at SCU and SVU
WP6	6.1.	Seminars held on QA, Bologna process, ECTS system	Learning material, Training material Event, Report	√		Learning material, Training material Event, Report at SCU, SOU, SVU, MU and ALU
	6.2.	Set up quality monitoring groups for quality ...	Report	√		Report at SCU, SOU, SVU, MU and ALU
	6.3.	External quality control of the DPCP program	Report	√		Report at SCU, SOU, SVU, MU and ALU
	6.4.	Internal quality control of teaching resources...	Report	√		Report at SCU, SOU, SVU, MU and ALU
	6.5.	Internal quality control of dissemination activities ...	Report	√		Report at SCU, SOU, SVU, MU and ALU
WP7	7.1.	Plenary/press events at 3 sites Egyptian partners held	Event, Report	√		Event , Report at SCU, SOU, SVU, MU and ALU
	7.2.	Dissemination operational plan developed	Report	√		Report at SCU, SOU
	7.3.	Inauguration of new DPCP program websites	Learning material, Training material, Report, Service/Product	√		Report at SCU, SOU, SVU, MU and ALU

	7.4.	Seminars, meetings / symposia of plant clinic conducted	Learning material, Event, Report	√		Learning material, Report at SCU, SOU, SVU, MU and ALU
	7.5.	DPCP program dissemination tools applied	Learning material, Report, Service/Product	√		Learning material, Report at SCU, SOU, SVU, MU and ALU
	7.6.	Field days implemented at each partner site	Event, Report	√		Learning material, Report at SCU, SOU, SVU, MU and ALU
	7.7.	Project operational plan of exploitation developed	Event, Report	√		Learning material, Report at SCU, SOU, SVU, MU and ALU
	7.8.	Sustainability plan	Report	√		Learning material, Report at SCU, SOU, SVU, MU and ALU
	7.9.	Workshop on future cooperation among consortium	Event, Report	√		Learning material, Report at SCU, SOU, SVU, MU and ALU
	7.10.	Legal agreements/business contracts done	Event, Report	√		Learning material, Report at SCU
	7.11	Laboratory and field analysis paid services	Teaching material, Event, Report	√		Learning material, Report at SCU, MU
	7.12.	Consultation and Training Centers (CTC) set up	Teaching material, Event, Report	√		Learning material, Report at SCU