TOTEMK PROJECT BOARD MEETING| Minutes

## Meeting date | time 29th March, 2023 | 3:00-5:00pm | Meeting location: Online

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| |  |  | | --- | --- | | Type of meeting | Formal | | Facilitator | Dr. Andrew-Riechi | |  |  | | **Attendees**: Prof. Seija, Dr. Andrew Riechi, Prof. Mondoh, Margaret Muandale, John Bongei, Ogeno Jackton, Njengere David, Francis Chege ,  **Absent with Apology**: Dr. Stella Mukhovi,  **Absent**: Patrick Andika, H.mwalukuku |

# Agenda topics

# Annual report for year ended 2022

# Use of contingency funds

# AOB

## | Agenda topic annual report for tear ended 2022| Presenter Prof. Seija Maritta

**Discussion**

The TOTMEK project is proceeding on as planned and we are more than middle way for the 4 year project.

Currently the project is supporting curriculum reforms at the Strathmore University, and University of Nairobi faculties of Education.

Core training modules:

* TOT1
* TOT 2 (hybrid modalities)
* TOT 3
* TOT 4

First TOTMEK seminar implemented in 2022 and April 2023

Impact:

The project continues to benefit immensely all the participating universities, and it was noted that two participating universities KEMU and CUEA further organised their own seminars and invited Tutors train faculty.

A growing interest and fascination of the technologies taught in the TOTs by the participants was also noted.

Prof Seija and Dr Andrew welcomed the members of the project team to join the seminar 2 scheduled for April 13th at the UoN , and Dr Andrew to share more details with the team .

XEDU:

Changes in the collaboration with XEDU was reported, the start-ups workshop is to be carried in April 2023 in the context of the TOT seminar 2 for teacher educators. With 9000 euros to be used as fees.

Staff Changes:

They have been a few staff changes within the project mainly from the Northern partners this include

Helsinki Staff Changes:

* Laura Karilainen left the project and was replaced with Ms Outi Nieminen though she has proceeded for maternity leave and currently Ira Osterberg
* Marja Heikken joined the project
* Irma manty retired

Laurea University:

* Virve Pekkarinen
* Mikael
* Makela

The changes of staff within the project will not critically affect the project since the members who joined have a similar back ground and are well versed with the operations of the project. So far everything has gone on smoothly

## | Agenda topic discussions | Presenter Prof. Seija Maritta

**Discussion On sustainability of the project**

It was agreed that a sustainable model of the Human resource development can be shared within the directorates to ensure we have adequate number of teachers to sustain CBC in the country this can be shared with the presidential working party.

Margaret Mwanjale and Patrick Andika to guide on how to prepare a summary and tentative impact and future prospects of the TOTMEK project

**Discussion On MOOC**

The mooc developed by the project is available for all teachers and its generic and can be used at all levels to supplement teacher education capacity

**Discussion On southern partners visit to Finland**

Prof Mondoh, and Dr Andrew shared the insights they got when 6 partners from the collaborating universities on the Project had an opportunity to visit the northern partner universities from the 4th of September to the 15th of September 2022. This visit had been postponed since 2020 after lockdown due to covid restrictions. The partners got to visit teacher education organisations and they greatly benefitted from the visit

**Discussion**

**Status of project**

Prof seija informed the board:

* That all events planned had been implemented
* No events were lost and the laid down plan has been followed to the latter
* Edutech was just postponed to this year 2023 from November 2022

## | Agenda topic Use of Contingency funds | Presenter Prof. Seija Maritta

Prof Seija proposed that the board members accept her proposal on the use of the contingency funds to cover for costs for southern partners for closing seminar in 2024, and in auditing.

Dr Reich seconded, and promised to do an email to the members reminding them to indicate their acceptance and approval on email on the 30th of March 2023

## Mr. John Bongei applauded the project for covering the right track on the when it comes to the expectation of the funder.