

Document name: **RM1: “Report of the 1st Meeting”**

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To be sent to: **All partners**

Abstract: The aim of this document is to collect the commentaries and conclusions in the first meeting (Zaragoza, 27.10.07).

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1. DATE AND PLACE OF THE FIRST MEETING

First meeting of the virtual project Campus took place in Zaragoza the 27 of October

2. AUDIENCE

ZARAGOZA(SP)	Fernando Galindo Pilar Lasala M ^a Ángeles Rueda José Luis Villarig Andrés Saravia Margarita Nicanor
MRUNI.(LT)	Nijole Saugeniene
UNIMUENSTER(DE)	Jana Semrau
LA LAGUNA(SP)	M ^a Elena Sánchez Jordán
ULAPLAND(FI)	Ahti Saarenpää
UMK(PL)	Karol Dobrzeniecki
IPBEJA(PT)	Manuel Masseno
UWASA(FI)	Mika Karkkainen
ISIKUN(TR)	Selahattin Kuru
FASE(SP)	José Antonio Campos
SAN JORGE(SP)	Guest
LAWYER(SP)	Pedro J. Cannut

3. AGENDA

3.1 Fernando Galindo

The working day began with the presentation of Fernando Galindo about this first encounter.

The **LAW&ICT Shared Virtual Campus (133837-LLP-1-2007-1-ES-ERASMUS-EVC)** will target the following actions and results:

1. Creation of a European Shared Virtual Campus on Law and ICT (Law and Information and Communication Technologies) to provide:
 - A virtual location for debate and European policy making;
 - An educational technology platform to offer European-wide graduate and postgraduate level courses and for lifelong learning.
2. Development of an international training programme:
 - An international LEFIS Degree, Master in ICT and Law
 - An international LEFIS Degree, Bachelor in ICT and Law
 - An international LEFIS Lifelong Learning Programme in ICT and Law
3. Identification of good practices in the teaching on ICT and Law.
4. Creation of a Europe-wide network of experts in ICT and Law (LEFIS) to share the knowledge and disseminate the results and experiences.

5. Encourage the mobility of teachers, students and professionals between countries, sharing knowledge about similar and divergent aspects in Law&ICT.

Immediately afterwards the partners expounded their point of view about the virtual campus and their experiences previous in e-learning. They would like to organize the virtual campus.

The intervention order was as follows:

In the morning:

REF	PARTNER	NAME
P1	ZARAGOZA	Fernando Galindo Pilar Lasala
P3	MRUNI.	Nijole Saugeniene
P4	UNIMUENSTER	Jana Semrau
P6	LA LAGUNA	María Elena Sánchez Jordán
P5	ULAPLAND	Ahti Saarenpää
P7	UMK	Karol Dobrzeniecki
P8	IPBEJA	Manuel Masseno
P9	UWASA	Mika Karkkainen
P10	ISIKUN	Selahattin Kuru
P11	FASE	José Antonio Campos
P1	ZARAGOZA	Pilar Lasala

In the afternoon:

REF	PARTNER	NAME
P1	ZARAGOZA	Fernando Galindo

3.2 Pilar Lasala

She started presenting the plans of the University of Zaragoza for the LAW&ICT Shared Virtual Campus Project, the people that will constitute the work group (University staff and temporally staff) and the work planning.

She organized her intervention in three sections:

- R1- Report of the Plan: Content, Administration, Budget distribution and calendar
- R2- Report of the international LAW&ICT Library
- R3- Report of the On-line LAW&ICT Encyclopaedia

R1 is thought as a document of helping the organization of the work of all the partners.

3.3 Nijole Sageniene

She does not know who is going to compose the team in her University for the Virtual Campus.

She expounded the experience in her University and asked about which kind of courses should be prepared by each partner. The answer was that partners are expected to prepare learning modules of about 6 ECTS.

She explained the opinion that the period between October and December 2007 is a very short time to have prepared the learning modules.

She also explained the opinion that the organization of the First Training for Trainers Course in November 2007 seems to be very soon. She proposes to postpone it for January or February.

3.4 Jana Semrau

She made an explanation about how the Institute for information Telecommunication and Media Law is.

Her University has two levels: the first on Internet Law and the second on Intellectual Property law. She ended talking about a new e-learning project that is not begun yet.

3.5 María Elena Sánchez Jordán

She expounded the plans of the University of La Laguna based in the eight Work Packages of the project as was presented to the European Union, defining what will be the functions of each one of the members that will form the working team in her University.

She spoke about her experience whit the communication between the teacher and the student by blogs, where teachers upload materials for their subjects, students can consult their doubts, download documents and read the news that the teacher write. This is a way promote a feed-back as complement to the actual learning system.

3.6 Ahti Saarenpää

He began explaining the situation in his country that because of the geographic conditions, the distance and the climatology, they were forced to develop videoconference systems to be able to communicate with the students.

After that, he exposed the people that will form the work team for the Virtual Campus Project and the possibilities that they have in developing modules about information security, law of personality, modern copyright, data protection, information law, theory of legal informatics.

3.7 Karol Dobrzeniecki

He commented his experiences in the Faculty of Law and Administration of Nicolas Copernicus.

It regulated by the state since 2007

He proposed ten forms to actuation:

- elaboration of appropriate technological standards for Virtual Campus
- making law professors familiar with the possibilities of e-learning
- The second step – preparation of the harmonized courses should be carried out in several stages in 2008
- Changing the order of meetings
- legal substance oriented meetings (e.g. IP, cyber-security, e-commerce) instead of target group oriented meetings (e.g. postgraduate students, continuing education etc.)
- some elements of comparative studies ought to be introduced
- more meetings in smaller groups
- Inviting students to the Virtual Campus
- students working groups' activity
- evaluation of educational products

3.8 Manuel Masseno

He exposed several tools that he uses in Beja with the students:

- Moodle
- News about the e-learning community in ORKUT (The social network)
- The classroom contents in YouTube

He proposes two different subjects for 2008. The subjects: Electronic Commerce Regulations in English and Computer Law Course in Portuguese during the 2008/2009 School Year.

3.9 Mika Karkkainen

He Descript of University of Vaasa and the Learning. He puts several examples about development of a subject that it's distributes: Legal aspects of electronic business and which the course consists.

They use two forms: The first is the material provided by the teacher ("virtual lectures") and the second the material available in the internet

And for studing methods he use three forms: The first is the discussion: Active participation in the discussion about the topics of the course and the material (Minimum 2 analytical comments for student), the second is a questionnaire whit ten questions covering different aspects of the course and the third denominated, essay: it is to write essay whit five or ten pages, about the key issues of the course. The essays are based on the literature given in the course and literature searched by the student

3.10 Selahattin Kuru

He explains the roll that is going to make the University of Isik centred in WP4 referring to the technical part. It is going to be most important.

The timetable which they have made to give solution to his assignment is:

- Study of the different e-learning tools of the participant Universities (October 2007-December 2007) by Isik.- Outcome.- Study and proposal of solution for a joint offer
- Technical support of the e-learning tools of the participant Universities (October 2007-May 2008) by Isik.- Outcome.- Report on the realized services
- Elaboration of a new integral e-learning tool of the participant Universities (June 2008.October 2008) by Isik.- Outcome.- Web solution integrated in the LEFIS page
- Elaboration of the security tool for the e-learning tool of the participant Universities (June 2008-October 2008) by Unizar.- Outcome.- Web solution integrated in the LEFIS page
- Implantation and support of the e-learning tool of the participant Universities (October 2008-September 2009) by Isik.- Outcome.- Report on the realized services
- Implementation and support of the security tool for the participant Universities (October 2008-September 2009) by Unizar.- Outcome.- Report on the realized services
- Mykolas Romieris University will coordinate activities related with the content of Master and continuing education programmes.- Outcome.- Report on the realized services by Isik and Unizar
- Münster University will coordinate the activities relate with Graduate programmes.- Outcome.- Report on the realized services by Isik and Unizar

Following the scheme of the European Union development the other aspects as far as the accomplishment:

- The 3rd meeting in Istanbul. Interim report: March 2008.
- Technical support to preparation of educational products in relation with e-learning. Outcome: e-Learning tool including the entire offer.
- Technical support to preparation of educational activities in relation with e-learning.
- Technical support to courses in e-learning aspects.
- Technical support to quality matters.
- Technical support to dissemination matters
- Technical support to exploitation matters.

3.11 José Antonio Campos

FASE made a description of its called company that can be in the page www.fase.net that it is dedicated to consulting of e-learning.

He exposed the services on which reference to the necessities of the virtual campus tells to its company doing as well as the companies of prestige which they work with them.

He was limited to develop the part that concerns to him in reference to WP7y to WP8 that it will begin to act as of September of the 2008.

3.12 Pilar Lasala

She explained the content of the budget approved by the European Union for the project:

APPROVED														
	Costs								Financing					
	Direct costs						Indirect costs		Total project expenditures		Community grant		Partner's own funding	Total project revenues
	A. Staff costs	B. Operations				B. Total Operational costs	Total Direct costs (A+B)	Total project indirect costs	Total	%	Total	%		
		1. Travel and subsistence	2. Equipment	3. Subcontracting	4. Other									
%	63,16%	22,67%	1,32%	6,06%	2,48%	32,53%		6,70%			75,00%		23,95%	95,79%
Total	229.299	82.285	4.800	22.000	9.000	118.085	347.384	24.317	371.701		278.776		92.925	371.701
Reduction	93,61%	100,00%	100,00%	100,00%	100,00%	100,00%	95,69%	97,27%	95,79%		95,79%		95,79%	95,79%

There is a reduction from the original budget. The reduction is:

- 93.61% in Staff cost; it implies a reduction of 95,69% in Total Direct costs.
- 97,27% in Indirect costs.
- Both reductions imply 95,79% reduction in the total project expenditures.
- As a result, the Community Grant will be the 95,79% of the requested amount, but it will be the 75,00% of the total project expenditures, as it was requested.

At a first moment, a 40% of the total of the approved amounts will be received from the European Union.

Each partner will receive the amounts listed in the next table:

	Costs								Financing					
	Direct costs						Indirect costs	Total project expenditures		Community grant		Partner's own funding	Total project revenues	
	A Staff costs	B. Operations				Total Direct costs (A+B)								Total project indirect costs
		1. Travel and subsistence	2. Equipment	3. Subcontracting	4. Other		B. Total Operational costs							
P1	99.599	5.850	2.400	4.400	9.000	21.650	121.249	8.652	129.901	34,95%	97.426	75,00%	32.475	129.901
P2	26.346	7.516				7.516	33.862	2.485	36.347	9,78%	27.260	75,00%	9.087	36.347
P3	3.819	7.295		2.200		9.495	13.314	914	14.229	3,83%	10.671	75,00%	3.557	14.229
P4	17.074	6.990		2.200		9.180	26.254	1.780	28.034	7,54%	21.026	75,00%	7.009	28.034
P5	6.993	8.880		2.200		11.080	18.073	1.226	19.298	5,19%	14.474	75,00%	4.825	19.298
P6	7.021	8.880		2.200		11.080	18.101	1.228	19.329	5,20%	14.496	75,00%	4.832	19.329
P7	8.275	8.880		2.200		11.080	19.355	1.311	20.666	5,56%	15.499	75,00%	5.166	20.666
P8	4.325	8.880		2.200		11.080	15.405	1.046	16.450	4,43%	12.338	75,00%	4.113	16.450
P9	6.993	8.880		2.200		11.080	18.073	1.226	19.298	5,19%	14.474	75,00%	4.825	19.298
P10	24.946	7.879	2.400	2.200		12.479	37.425	2.578	40.003	10,76%	30.002	75,00%	10.001	40.003
P11	23.909	2.365				2.365	26.274	1.872	28.147	7,57%	21.110	75,00%	7.037	28.147

3.13 Fernando Galindo

The last question that he spoke about made reference to the following points:

1. The reference in Spain:

<https://www.uni-g9.net/portal/index.jsp>

<https://www.uni-g9.net/portal/asignaturas2007-2008.html>

<http://www.lefis.org/cursos/>

<http://www.lefis.org/course/view.php?id=16>

2. Meetings:

- 1st Meeting in Zaragoza, Spain: Strategy for the project management -Management of the Quality Committee.- October 2007
- 2nd Virtual Meeting of the Partners and Quality committee: December 2007
- 3rd Meeting in Istanbul: -Interim Report March 2008
- 4th Virtual Meeting: September 2008
- 5th Virtual Meeting: March 2009
- 6th Meeting in Belfast.- Preparation Final Report .- September 2009

3. Courses. Instead of the three programmed Training for Trainers Courses, three Workshops will be held:

- Workshop for all participant Universities in Vilnius, with the target "Postgraduate offer" (January-February 2008).- Three days.- Outcome.- Report on the development and results of the course
- Workshop for all participant Universities in Münster with the target "Graduate offer" (July 2008).- Three days.- Outcome.- Report on the development and results of the course
- Workshop for all participant Universities in Torun with the target "Continuing education/ Lifelong Learning" (November 2008). - Three days. - Outcome. - Report on the development and results of the course.

4. Organization questions

- Each university must decide that degree must offer

The relation of the interventions, supported by a PowerPoint presentation of each participant can be found in:

http://www.lefis.org/images/documents/meetings/workshops/2007/zaragoza_2007/index.htm

4. THE CONCLUSIONS IN THE MEETING

Communication Tool to use: GOOGLE TALK

Zaragoza will send a proposal of Master

Selahatin Kuru (ISIK) sent a questionnaire on the technical resources of each University, named LAW&ICT SHARED VIRTUAL CAMPUS PROJECT QUESTIONNAIRE TECHNOLOGY-ENHANCED LEARNING INFRASTRUCTURE, RESOURCES AND PRACTICES; it can be downloaded from:

http://www.lefis.org/images/documents/outcomes/law_ict/LAW&ICT_Questionnaire.pdf

5. THE APPRECIATIONS AFTER THE MEETING:

5.1 Manuel Masseno

1. The design of the Course will have yours as reference;
2. It will be correspondent to 5 ECTS, accredited by any of the Institutions;
3. There will be 3 versions: an International one in English, and other two in English and in Portuguese. The contents of the later will be adapted to the national Laws of our countries;
4. We'll agree on which parts we be developed by each Institution.

5.2 Mika Kärkkäinen

He already received the formal document concerning the Erasmus agreement from your Erasmus office. He had forwarded it to our international office, and I believe we will reach the agreement quickly. It could be interesting to arrange a short teacher exchange regarding the Virtual Campus project.

The suggestion of Manuel Masseno is a very good starting point for cooperation.

5.3 M^a Elena Sánchez Jordán

She specifies that until November it cannot begin due to the transaction of its university.

She doubt is centred in if they are master or degree subjects.

5.4 Karol Dobrzeniecki

He sends an e-mail explains:

To begin with, I'd like to say a few words about the current engagement of the law faculty in Torun in e-learning activities that is our starting position for this project.

Substantial gap in the educational offer

We have successfully identified a substantial gap in the educational market that we are trying to fill with our proposition. It concerns a continuing education of criminal justice practitioners.

The need for training programmes enabling criminal justice personnel to avail themselves of expertise in the field of prosecution and adjudication of cyber-crime has been recognized both by the European Union and the Council of Europe. Criminal cyber legislation in Poland has been changed recently as a result of the implementation of the European Community law and the Convention on Cybercrime. The criminal justice authorities require specific knowledge and skills to cope efficiently with this challenge.

Our training programme is addressed to the countrywide representation of prosecutors and judges who are conducting preparatory or court proceedings in ICT-related criminal cases and are willing to improve their professional capabilities and qualifications. ICT-crime comprises a wide category of offences with their own characteristics and specific requirements in evidence collection and co-operation with the private sector. Therefore prosecutors, judges, and defence attorneys need at least basic training in electronic crime to be able ask relevant questions and drawn their own conclusions from the evidence material presented in the course of the proceedings.

We collaborate with the Ministry of Justice, Department of Juridical Trainings - as a general coordinator of the programme, responsible for organisation of training courses, Police Academies and private sector's entities.

Platform

Nicolaus Copernicus University possesses well developed ICT background in the context of e-education.

- 1) Two professional classrooms completely prepared to support full distance learning classes.
- 2) E-learning platforms Moodle – each faculty has its own platform, all of them are integrated together.
- 3) Multimedia Server – UMK is currently using Flash Multimedia Server 2, which is integrated with Moodle platforms. Basing on the Multimedia Server UMK organizes live video streaming from lectures (through the Internet)
- 4) Professional videoconference systems
- 5) Many Authoring Tools for creating professional e-learning materials, for example: WBT Express, Turbo Demo, etc.
- 6) Professional audio-video editing software (Adobe Family software)

E-learning experiences at Nicolaus Copernicus University

- 1) Organising videoconference meetings
- 2) Streaming lectures through the Internet

- 3) Developing e-learning platforms
- 4) Creating full multimedia, interactive e-learning materials (text, diagrams, pictures and videos)
- 5) Great experience in blended-learning – almost every faculty uses e-learning tools as a support for their traditional classes
- 6) Organizing full e-learning postgraduate studies at Faculty of Math

Ordinance

Polish law on higher education authorizes the Minister of Science to determine in a form of ordinance the conditions for using e-learning tools. He was obliged to take under consideration providing by schools suitable accessibility of such courses for students, and establishing appropriate proportion of time between e-learning and traditional forms of education. According to the ordinance passed 25 September 2007 e-learning is allowed at every level of higher education, both on full-time studies and external ones. The act determines required technical conditions that have to be fulfilled by every higher education unit that want to use e-learning. Allowed percentage of e-learning courses in total time of education varies 40 to 80. The decisive criterion is scientific standard of particular unit. In the face of such a normative framework I have to say that present status of our Law Faculty in is as high as possible, because of modern equipment we possess, obligatory computer courses for law students we organize and also of the fact that the Faculty is allowed to grant all scientific degrees (doctor's degree and professor's degree). The ordinance has introduced solutions that assure normal course of higher education, and let students safely use electronic educational platforms offered by universities and colleges.

Concerns

- Scope of the term „on-line learning module” – one lesson e.g. one hour or the whole course
- Rules and procedures of funding particular activities e.g. preparation of modules and objects (buying hardware, software); other budget issues - scope of financing, partner's own funding. How to put together table 3.5.3 with 6.3.
- Definition of an “awareness raising”
- Hosting electronic content - centralised or de-centralised model?

Propositions

First meeting in Vilnius should be focused mainly on:

- elaboration of appropriate technological standards for Virtual Campus
- making law professors familiar with the possibilities of e-learning

The second step – preparation of the harmonized courses should be carried out in several stages in 2008

Changing the order of meetings

- Legal substance oriented meetings (e.g. IP, cyber-security, and E-commerce) instead of target group oriented meetings (e.g. postgraduate students, continuing education etc.)
- Some elements of comparative studies ought to be introduced
- More meetings in smaller groups

Inviting students to the Virtual Campus

- Students working groups' activity
- Evaluation of educational products

Conclusion general opinion about the project

Strong points:

- up-to-date topic
- well tailored aims to possibilities
- experienced partners involved

Weak points:

- ambiguity about tasks distribution
- underdeveloped technological aspect

6.5 Jana Semrau

She talked to Thomas and Michael about the project and we decided to consign our colleague Nadine Kalberg to overlook the creation of our online modules. She is an expert in e-Learning since she is responsible for the ERCIS-project.

She will also register for Google talk: jana.semrau@googlemail.com

6.6 Fernando Galindo

Official masters: Legal Frame of the society of the information

The title will be granted by the University of Zaragoza for the students who register them in the Masters. As a supplement to the title the recognition to the lessons made in other Universities will consist. A bilateral agreement between the University of Zaragoza and each one of those Universities in which supply exists to make the studies will recognize this requirement.

The Masters will have several specializations:

1. Judicial office
2. Other legal offices (lawyers, solicitors, notaries)
3. E- administration and E-government
4. Governance
5. E-commerce: legal frame
6. Ethics and legislation for engineers

The Masters will be open to the matriculation of jurists, computer science, economists, managers, for example.

The specific competences to reach will be the established by LEFIS. The Masters will be distributed at a distance of actual, mixed form. The contents: modules will be in English, Spanish and/or other languages. They will be supplied by professors of the University of Zaragoza, the Universities of the Virtual project Campus and the Universities and institutions LEFIS.

The title of Masters will be reached after the obtaining of 60 credits ECTS

An offer of obligatory character of 30 credits will exist:

Three modules or subjects of 6 credits each one referred (more or less) a: Legal and standard computers, cellular and Internet (P. Lasala), Documents (J. García) and Law and governance (F. Galindo).

A referred module to work of masters: 12 credits:

The rest of the credits will be made participating in the supply of modules of 5 credits of commutative subject, directed Seminars, works and activities of evaluation. It will be possible to be obtained 3 credits by means of the accomplishment of practices in institutions, legal offices or companies with which agreement exists.

The University of Zaragoza will give the possibility to obtain the title counting on supply of the own University. It will supply a module, at least, in English.

I invited to elaborate proposals of materials/modules of optative character (in Spanish or other languages), of 5 credits ECTS that can interest to the students of the Masters taking care of that they are precise subjects of all type. If we thought about right, for example, they make lack general matters that can be made by no jurists (economists, computer science or managing, for example).

It will be necessary to specify the modality of the supply of each module: if it is mixed or at a distance.

Also it is invited to the accomplishment in agreements directed to the accomplishment of practices.

The content of each module will have to be expressed of the following form: -- Denomination of the module or matter: -- Competitions that the student with this module or matter acquires -- Brief description of its contents -- Activities with its content in credits ECTS, their methodology of education-learning and its relation with the competitions that must acquire the student -- System of evaluation of the acquisition of the competitions and system of qualifications in agreement with the effective legislation Can take like reference card LEFIS.

Shortly a term will send the bilateral agreement to sign by the Universities and interested institutions and cards of the modules