

Meeting Minutes

Project Title: Strengthening of the research and educational capacity on advanced technology of Assiut University (AU)

Meeting : Steering Committee Meeting

Date : 07/02/2018 (Wed)

Time: 12:30 to 15:00

Place : Head of Mechanical Dept., Faculty of Engineering

Attendees: Prof. Gamal Abu Zoid (PM), Dr. Koo (PF) and Prof.Ahmad Hamza (PP/mech), Prof. Gaber Al-Saady(PP/elec)

Discussion :

1- Final Supervisioning for major activities of EFIC

Place : Head of Mechanical Dept., Faculty of Engineering

Time: 12:30 to 15:00

2- VIP visiting to KOREA : meeting with President and V.President for Briefings on behalf of PM-Prof.Choi

Place : Office of President, Assiut University

Time: 15:15 to 15:45

Place : Office of Vice President, Assiut University

Time: 16:00 to 16:30



- **Final Supervisioning for major activities of EFIC**

Place : Head of Mechanical Dept., Faculty of Engineering
Time: 12:30 to 15:00

1- GKS Scholarship issues

- 1) Selection process for the GKS scholarship students by the 20th of February
- 2) Total four Ph.D. application
 - : Two Ph.D. students from Mechanical Dept.
 - : Two Ph.D. students from Electrical Dept.

2- Supervision of new Laboratories

- 1) Virtual lab and FabLab/Rapid Prototype Lab will be under his supervisory (monitoring Dr.Saad and Dr.Khalil), and
- 2) Circuits lab will be under supervisory of Dr.Mostafa.

3- Internship Program :

- 1) Dr.Gamal instructed by the faculty regulations for issuing the Certificates : all documents for students training in LEONI and Hyundai Rotem (including training schedule, Plan, Training Photos, Company Evaluations and Company Certificates

4- Dr.Hamza : ordering to prepare all document for finalizing the mechanical equipment contracts with Dr.Mohamed Omar before the departure of PF/Dr.KOO in the end of February.



Agreed points of mutual parties:

- Recommendation of GKS scholarship students by the 20th of February
 - : Two Ph.D. students from Mechanical Dept.
 - : Two Ph.D. students from Electrical Dept.
- All mechanical equipment contracts have to be finalized and signed by this week, 11/02/2018.
- **VIP visiting to KOREA : meeting with President and V.President for Briefings on behalf of PM-Prof.Choi**
 - : VIP invitation schedule confirmed and scheduling for President and Vice President and Vice Dean : total 3 VIPs between 22 and 29 April.