



SUCCEED  
n e t w o r k

**KICK OFF MEETING & STUDY VISIT**  
**Alicante, 18<sup>th</sup> - 20<sup>th</sup> November, 2013**

Project Acronym: **SUCCEED Network**

Full Project Title: **East African Higher Education Network on Sustainable and Energy  
Efficient Campus Development**

Contract Number: **FED/2013/320-274**

Meeting dates: **18<sup>th</sup> – 20<sup>th</sup> November, 2013**

Venue: **University of Alicante**

- **Auditorium at Villa Universitaria**
- **Faculty of Education, Rooms: ED/1-21 and ED/1-24**

**SUCCEED Network:**

The general objective of SUCCEED project is to promote East African university campuses as 'living laboratories' for sustainability and energy efficiency (EE); and to establish a sustainable campus development platform to foster collaborative learning and action for energy access and efficiency.

The SUCCEED project begins with this Kick-off Meeting (Act. 5.2.) and a Study Visit (Act. 1.1.) to the Campus of the University of Alicante.

**Meeting Objectives:**

The main objectives of this first project meeting are the following:

- Act. 5.2. Kick-off Meeting: Is to present the project, its workplan and calendar, the partner's responsibilities and main roles, including how the management and monitoring control of the project will be taken by the University of Alicante. This will take place the first day.

- Act. 1.1. Study Visit 'EE Campus Policies and Processes Workshop of the University of Alicante': Key relevant staff will present the University of Alicante as a good practice case in terms of energy efficiency and sustainability. A great number of experts will give a full range of perspectives and useful tools that can be studied and applied by the project partners. The study visit will take place the second and third day.

**Meeting participants:**

This Kick-off Meeting will count with the participation of two persons per partner institution, being the main role involved the following:

- A staff member dealing with campus sustainability
- A staff member dealing with project management at a operational, financial and administrative level

The countries represented by SUCCEED Network are the following: Burundi, Rwanda, Kenya, Uganda and Tanzania. A public university from each country is involved in the project as a project partner institution with the support of the Inter-University Council for East Africa, who is an associate of the project and will be in charge of disseminating the project activities and main outcomes.

**Expected Results:**

Following the meeting it is hoped and expected that:

- partners understand fully their obligations within the project;
- partners may provide feedback and suggestions to the project methodologies;
- all doubts and pending issue (technical and administrative) may be resolved;
- a rapport and working atmosphere between partners can be built up with a first face-to-face contact;
- new contacts and partnerships may be constructed with other world regions.

**Meeting responsible:** UA Team. Contacts:

Roberto Escarré

Virginia Ferrer - Mobile Number: 0034 60094 **8750**



18/11/2013 (MONDAY)			Venue: Villa Universitaria - Auditorium
From	To	Duration	
08.45	09.00	15'	Arrival of the participants. Registration.
09.00	09.40	40'	<b>Welcome and Meeting Objectives &amp; An Overview of the 6 EDULINK Projects. Presentation of UA Staff</b> <i>Joaquin Marhuenda, Director of Institutional Projects (UA)</i> <i>Roberto Escarré, Head of the International Project Management Office - OGPI</i>
09.40	10.30	50'	<b>Reporting and Financial Regulations – EDULINK projects</b> <i>Virginia Ferrer, Administrative Manager at OPGI</i>
10.30	11.00	30'	<b>An Overview of the Project Website Structure and Functioning of the Extranet</b> <i>Francisco Gallego, OGPI IT Coordinator</i>
			<b>Coffee Break and Networking</b> <b>Administrative issues: per diems' distribution to partners during the coffee break.</b>
12.00	12.30	30'	<b>Dissemination and sustainability in EDULINK projects – planning and activities</b> <i>Michelle Grindle, Deputy of the International Project Management Office - OPGI</i>
12.30	13.00	30'	<b>Quality in EDULINK projects</b> <i>Ester Boldrini, Project Manager at OGPI</i>
13.00	13.15	15'	<b>Closing Session</b> <b>Questions &amp; Answers. Proceeding agendas.</b>
			<b>Lunch Break</b>
14.00	15.00	60'	Campus Tour
<b>TRANSFER TO INDIVIDUAL MEETING ROOMS AFTER TOUR. VENUE: Faculty of Education, Room ED/1-21</b>			
15.00	15.15	15'	<b>Introduction by the main academic coordinator of SUCCEED Network project</b> <i>Rafael Muñoz, Vice-Chancellor for Campus and Sustainability and Academic Coordinator of the SUCCEED Project</i>
15.15	16.00	45'	<b>An overview of SUCCEED Network – Overall and specific objectives, work plan and main project outcomes</b> <i>Roberto Escarré, Head of OGPI and SUCCEED Project Manager</i>
16.00	17.00	60'	<b>State of the Art and Expected Results by each project partner and associate</b> <i>By the partners UB, MU, UR, MZUMBE, MAK and Associate IUCEA – 10' each</i>
<b>Wrap up session and overview of second day agenda</b>			

19/11/2013 (TUESDAY)			Venue: Faculty of Education, Room ED/1-24
From	To	Duration	
09.00	10.00	60'	<b>Review of 1<sup>st</sup> Year Work Plan, Project Calendar and Partner's Roles</b> <i>Roberto Escarré, Head of OGPI and SUCCEED Project Manager</i>
10.00	10.30	30'	<b>Specific Finances of SUCCEED Network project</b> <i>Virginia Ferrer, SUCCEED Project Officer</i>
			<b>Coffee Break and Networking</b>
10.45	11.30	45'	<b>Case Study: The University of Alicante as a model of sustainable campus</b> <i>Antonio Morata, Director of the Technical Office</i>
11.30	12.15	45'	<b>Management of the Infrastructures following a energy saving criteria</b> <i>Isidro Serrano, Industrial Engineering of the Technical Office</i>
12.15	13.00	45'	<b>Management of the Services provided by UA following a energy saving criteria</b> <i>Maria José Torregrosa, Technical Architect of the Technical Office</i>
			<b>Lunch Break</b>
14.30	15.15	45'	<b>Management of the Services provided by UA following a energy saving criteria</b> <i>Maria José Torregrosa, Technical Architect of the Technical Office</i>
15.15	16.00	45'	<b>Visit UA infrastructure: energy efficiency and sustainability</b> <i>Antonio Morata, Director of the Technical Office</i>
16.00	16.45	45'	<b>Visit UA Desalination Plant, Water Lake and Water Tank</b> <i>Isidro Serrano, Industrial Engineering of the Technical Office</i>
16.45	17.00	15'	<b>Wrap up session and overview of third day agenda</b>

20/11/2013 (WEDNESDAY)			Venue: Faculty of Education, Room ED/1-24
From	To	Duration	
09.00	09.40	40'	<b>Improvements in building constructions derived from energy efficiency certification</b> <i>Cristina Caro Gallego, PhD Student in Architect and Researcher in Sustainability</i>
09.40	10.20	40'	<b>Sustainable Architecture: Healthy Homes and Sustainable Tools</b> <i>Jorge Fernández Herrero, Architect and Researcher</i>
10.20	11.00	40'	<b>ECO-Campus Office: Environmental Management at the University of Alicante</b> <i>Sonia Blázquez, Technical Officer</i>
			<b>Coffee Break and Networking</b>
11.30	13.30	120'	<b>Visit UA Photovoltaic Plant</b> <i>Antonio Morata &amp; Isidro Serrano from the Technical Office</i>
13.30	13.40	10'	<b>Closing of the SUCCEED Kick of Meeting &amp; Study Visit</b>