

Minutes of the second meeting of CLOEMC III Project
"COMMON LEARNING OUTCOMES FOR EUROPEAN MANAGERS IN CONSTRUCTION"
16-17 April 2012, Darmstadt Technical University

Participants: - Paweł Nowak (WUT)- Andrzej Minasowicz (WUT)- Jacek Zawistowski (WUT)- Saleem Akram (CIOB)- Guy Dieltjens (KEMP)- Davy Stroobants (KEMP)- Daniel Schmitz (DARM)- Christoph Motzko (DARM)- Kevin Sheridan (AEEBC)- Vanessa Motzko (DARM)- Peter Nowak (CIOB)- Arnab Murkherjee (CIOB)- Stanisław Więckowski (PBCP)

Partners were welcome by Vice-Rector – Prof. Christoph Motzko and Paweł Nowak – Promoter of the project.

Outlines (tables of contents) will be evaluated on AEEBC meeting in Stockholm. Every partner should **perform a testing of contents of the manuals through questionnaires.** Every partner is responsible for conducting the testing of the book (manual) he is taking part in.

Information given in the books should be useful for construction managers, so information given in the manuals should focus on being useful for them. The knowledge should be able to be applied in the management in construction.

Leaders of manuals:

M14 – CIOB

M15 – WUT

M16 – DARM

M17 – KEMP

M18 – WUT

M19 – AEEBC

– Volume of every manual should be **approximately 100 – 150 pages** of published material.

WUT will send AEEBC (K.Sheridan) questionnaire of all manuals for testing in Stockholm **up to 20.04.2012**, to send it to participants before the meeting and for printing for the meeting.

All partners should add to the outline a sentence of explanation what will be in every chapter, before the Stockholm meeting of AEEBC (25th April).

Table of contents plus 3-5 pages of introduction with an explanation what will be in the book – these materials should be used for testing the manuals' outlines.

Leaders of manuals should write "Learning outcomes" when the draft version of book is ready.

Following adjustment of the conspectus were discussed and agreed:

M14 – DUE-DILIGENCE IN CONSTRUCTION INDUSTRY.

Presentation of outline. (please mention in the introduction that the manual refers to pre-construction stage)

Chapter 3 (Merge 3&4 or 5)– resources and assets of the company (+capital assets?)

Chapter 4 - Company policies on environment and sustainability

Chapter 7 – case studies.

Company registration -> Chapter 1.

Breakdown of work:

Introduction – WUT

1,2 CIOB,

3 WUT/CIOB,

4 CIOB,

5 WUT/CIOB,

6 WUT,

7 CIOB template plus 1 example per country from all partners.

M15 PSYCHOLOGY AND MOTIVATION

CIOB will send some materials on "DNA" example – can be used in case studies chapter.

Ch.2 – delete "Basic"

Management and leadership, and after that "role of leadership"

What of Organizational Citizenship Behavior – multicultural aspects?

What is "counter-productive work behaviors"?

WUT will explain what was the purpose of these points.

Ch.3 – Maslow + add other theories

Ch.4 – Incentives, Compensation and Rewards , (merged from 4 and 5)

- Financial, non-financial etc.

What is procedural and interactional justice? This mean how workers and employers see the motivation procedures)

Ch. 9 – add Communication (before conflict management)

Ch. 10 – typical job description of construction manager/project manager, questionnaire summary covering all partners. 5-7 questions easy-to-fill. Vanessa will prepare a draft questionnaire (Survey Monkey).

M 16 – ETHICS AND PROFESSIONALISM IN CONSTRUCTION

3. EU vocational training system (few pages) + table for country-specific training systems (instead fo only UK and German example)

A.Minasowicz suggested that this books should mention relations between different participants of the construction process.

Change of order of chapter

M17 SUSTAINABILITY IN CONSTRUCTION

Briefly: History ,Urban planning.

The rest described normally.

Case studies at the end.

M18 HEALTH AND SAFETY IN CONSTRUCTION

London Olympics case study or example from CIOB.

Innovative aspects: novelties, good examples from Germany, Virtual H&S in Coventry.

Practical approach to H&S in construction.

Adjust the title to be more interesting:

“Safety first”?

“Safety management in construction”?

“H&S – good practice”?

M19 MANAGING BUILDING PATHOLOGY & MAINTENANCE

There is a possibility of the manual title change - Defects and deficiencies?

QUESTIONNAIRE:

Change in Point 3: two parts – a) – overall relevance, b) “to know more”

Questionnaire attached.

Results of the conspectus testing – FROM ALL PARTNERS – **15th May 2012**

ALL OTHER BUSINESS:

- 3rd take place **8-9th October 2012 Ascot** – if all partners confirm
- 4th meeting will take place in Portugal **February 2013** -
- 5th meeting will take place in Kempen, **May – June 2013**
- Dissemination: should be done by every partner throughout the project duration
- All partners should make a link from their websites to the website of the project (link will be sent by the Promoter soon)
- internal report covering period of 1.01.2012 – 30.06.2012 should be sent to the Promoter by **15.07.2012**