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Development of innovative curricula and modules in Circular Economy and Sustainable Development

International Workshop Series to Foster Circular Economy
Education Across Europe and Central Asia



Modules Material
Development



University-Business-
Government Interaction



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Meeting Minutes

PROJECT: CirculEC

Date: 13 January 2025

Event Report

Summary of the event

The meeting on January 13, 2025, discussed upcoming business trips to Naples, Bielefeld, and Santiago de Compostela. Each trip will last four days. Participants agreed to finalize travel documents, confirm event schedules with universities, and provide updates for posting on the official website.

Table of content

| | |
|---|----------|
| Event Report | 1 |
| Summary of the Event | 2 |
| Attendants | 4 |
| Content of the Meeting | 5 |
| Following the Discussion, the Participants Agreed on the Following Actions | 5 |
| Conclusion | 5 |

ATTENDANTS

| No. | Partner No. | Organisation | Full name | Role |
|-----|-------------|--------------|---------------------|--------------------|
| 1 | P9 | KarUK | Galiya Gimranova | Manager |
| 2 | P9 | KarUK | Oxana Bezler | Manager |
| 3 | P9 | KarUK | Karina Nevmatullina | Teacher/Researcher |
| 4 | P9 | KarUK | Yevgeniya Puntus | Teacher/Researcher |
| 5 | P9 | KarUK | Svetlana Glazunova | Administrative |
| 6 | P9 | KarUK | Zariya Aitova | Administrative |



Content of the Meeting:

The meeting focused on discussing the upcoming business trips. Three key destinations were identified for the trips, each planned for four days. Participants discussed the following cities and universities they would be visiting: Glaizunova S.B. and Aitova Z.B. will travel to Naples, Gimranova G.I. and Nevmatulina K.A. to Bielefeld, and Bezler O.D. and Puntus E.A. to Santiago de Compostela. General organizational matters regarding the duration of the stay and preliminary agreements with the universities on local events were also discussed.

Following the discussion, the participants agreed on the following actions:

After the discussion, the participants agreed on the organization of the trips. It was decided that each trip participant should prepare all necessary documents, including visas and tickets, within the next week. It was also agreed that each participant would confirm the program of activities at each university in advance. The information about the trips would be sent to the universities beforehand for coordination of details and logistics. Responsibility for organizing and coordinating each stage of the trip was distributed among the participants according to their destinations. As events take place, information about the trip should be promptly provided for posting on the official website.

Conclusion:

The meeting concluded on a positive note with a clear understanding of the next steps. All participants took responsibility for organizing the trip and fulfilling the preliminary agreements. Deadlines were set for each stage of the trip's preparation, and the participants agreed on the common goals for the trips. They also agreed to keep each other informed about the progress of the preparations and report any changes as necessary. Additionally, information about the events will be provided in a timely manner for publication on the website.