



A new Master Course in Applied
Computational Fluid Dynamics

QUALITY BOARD

WP5 Quality Assurance and Monitoring



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Executive Summary

The APPLY project puts in place a comprehensive quality assurance framework in order to ensure the impactful and sustainable use of project deliverables. This framework provides control to the project implementation, ensures that the outputs are of a high quality with respect to the nature of the project and that the project complies with relevant program management standards and policies from the European Commission. The aim of this document is to present the members of the project Quality Board and to define the processes and mechanisms for their effective collaboration. The Board is responsible for the continuous monitoring and review of the quality assurance policy as described in the APPLY Quality Assurance plan.

1. Introduction

The project “A new Master Course in Applied Computational Fluid Dynamics” (APPLY) is funded by the Erasmus+ KA2 Capacity Building in the field of Higher Education programme. It aims to develop a master’s degree that will combine a high-order overview of computational methods and fluid mechanics with real life educational problems in India, Malaysia and Thailand. It also develops digital professional courses, tailored to the industry needs in the three countries, addressing the new challenges posed by the wide area of application of CFD tools.

This document aims to present the responsibilities, membership, decision-making processes and communication arrangements of the APPLY project Quality Board (QB). It is based upon the Description of the Action¹ and on the Quality Assurance Plan developed by ReadLab and approved by the project Management Board. Although, according to the Description of the Action, the members of the Quality Board were to be appointed at an event parallel to the project kick off meeting, the postponement of this meeting resulted in APPLY partners designating QB members through digital channels of communication (project skype meeting and shared restricted platform).

2. Quality Board Responsibilities

The Quality Board is responsible for administering and maintaining the APPLY Quality Assurance Plan and for implementing the quality processes and quality assurance / quality improvement activities that ensure the efficient, effective and impactful project delivery.

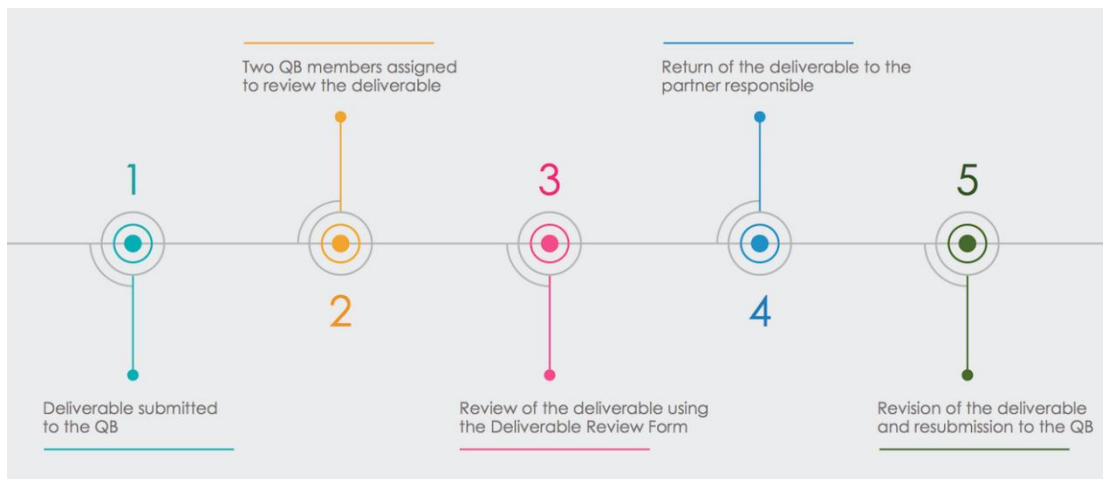


Figure 1 - Steps for APPLY deliverables' QA

¹ See in particular Sections E.1 Project Activities and Methodology and E.2 Quality Control and Monitoring, WP4 - Task 4.3 Evaluation and improvement of the MSc programme and WP5 – Quality Assurance and Monitoring.

More specifically, the Board will:

- continuously monitor, assess and review the APPLY project processes and deliverables, using the QA standards and tools presented in the project Quality Assurance plan;
- develop the toolkits for the evaluation of the APPLY MSc Programme (task 4.3);
- review and enhance quality assurance policies / procedures;
- encourage and support the development of a quality culture.

The QB will work freely and without interference. The APPLY Coordinator and the project Management Board will facilitate its co-operation with all partners and ensure its access to all necessary information.

3. Quality Board Membership

The APPLY Quality Board consists of one designated person per partner. QB members and their substitute members have been appointed for their thematic knowledge and/or prior experience in academic or project quality assurance and evaluation.

The APPLY QB members are the following:

	Partner	Acronym	Status	Appointed QB Member
P1	Chiang Mai University	CMU	Full Member	Watchapon Rojanaratanangkule
			Substitute	Arpiruk Hokpunna
P2	Naresuan University	NU	Full Member	Piyanun Charoensawan
			Substitute	Patomsok Wilaipon
P3	Universiti Teknologi MARA	UiTM	Full Member	Jamil Hamali
			Substitute	Ling Siew Eng
P4	Universiti of Malaya	UM	Full Member	Ramesh T Subramaniam
			Substitute	Ramesh Kasi
P5	Manipal University Jaipur	MUJ	Full Member	Santosh Patil
			Substitute	Ravi Kumar Sharma
P6	Manipal Academy of Higher Education	MAHE	Full Member	Satish Shenoy
			Substitute	Mohammad Zuber
P7	Vellore Institute of Technology	VIT	Full Member	R. Vasudevan
			Substitute	Bibin John



P8	University of Patras	UPatras	Full Member	P. K. Papadopoulos
			Substitute	P. Vafeas
P9	Cranfield University	CU	Full Member	Suresh Sampath
			Substitute	Pavlos Zachos
P10	Polytechnic University of Catalonia	UPC	Full Member	Manel Soria Guerrero
			Substitute	Enrique Garcia-Melendo
P11	ReadLab P.C.	ReadLab	Full Member	Krystallia Christodoulaki
			Substitute	Petros Chondros
P12	Metropolitan College	AMC	Full Member	Eleni Damianou

Table 1 - APPLY Quality Board members

Short bios of the Quality Board Members

Watchapon Rojanaratanangkule obtained his Ph.D degree from University of Southampton. His study was related to vortical flow and it was supervised by Prof.Coleman, one of the leaders in CFD research. During this time he worked part-time as teaching assistant and supervised assignments and experimental laboratory. After graduation, he started working at CMU and he has been very active in CFD research. His experience in British's CFD education complemented very well with Germany's and American's approaches to A. Hokpunna and Y. Khunathorn. The combination of three different viewpoints could allow to develop a new education paradigm for modern CFD master's course. Currently he is a recipient for Thailand Golden Jubilee fund.

Arpiruk Hokpunna obtained his Master's degree in Computational Science and Engineering for TU-Munich and his doctoral thesis was a development of higher-order method in CFD at the Department of Hydrology, the same university. Afterwards, he spent a year at Institute of Applied Analysis and Numerical Simulation, University of Stuttgart. During this time, he worked as a researcher as well as teaching assistant in various Graduate level courses and he had familiarized all the key aspects of simulation technologies and CFD educations. After he came back to Thailand in 2010, he has been employed as a lecturer for 10 years and has been invited to teach special courses in four different universities. This period gave him insight into characteristics of the students in the current generation including the management perspective in developing and organizing international Master's program.

Associate Professor **Piyanun Charoensawan** received all her three degrees in mechanical engineering from Chiang Mai University, Chiang Mai, Thailand. She has been a scholarship holder in *Royal Golden Jubilee (RGJ) Ph.D. programme of Thailand Research Fund (TRF)* & *Deutscher Akademischer Austauschdienst (DAAD)*. After finishing her PhD, Piyanun has worked at the department of mechanical engineering, Naresuan University in 2003. She has experience in consultancy work of energy conservation in the industrial factories supported by the department of alternative energy development and efficiency, Ministry of Energy of Thailand. She is currently a curriculum committee of postgraduate degrees in mechanical engineering. Her research interests include heat pipe science & technology, heat transfer, two-phase flow and solar energy.

Associate Professor **Patomsok Wilaipon** received his BEng. in Mechanical Engineering from Kasetsart University and MEng and PhD from Khonkaen University before serving as a lecturer at Naresuan University. He has specialized in renewable energy and drying technology. Patomsok also has experience in consultancy work in industrial energy conservation. Additionally, he has been trained in several courses in Education Standards and Quality Assessment in Thailand and abroad. He is currently a curriculum committee of postgraduate degrees in mechanical engineering.

Professor Dr. **Jamil Hamali** graduated from Universiti Teknologi MARA (UiTM) previously known as MARA Institute of Technology with a Diploma in Business Studies, MARA Institute of Technology. He obtained his Bachelor of Business Administration from Western Michigan University, Kalamazoo USA, MBA (Distinction), United States International University, San Diego, USA and PhD (Total Quality Management), University of Salford, Manchester, United Kingdom. Currently, Jamil Hamali is the Rector of UiTM Sarawak. Before assuming this post, he was the Deputy Director (Student Affairs) of UiTM Sarawak and Dean of the School of Business, UiTM Shah Alam, Malaysia. Besides holding administrative post, he is heavily involved in conducting various consultancy studies, seminars and training specializing in the area of total quality management, marketing, strategic planning, motivation, team building, communication, entrepreneurship, leadership, change management, study skills, problem solving and decision making. He is also an accomplished researcher and has several publications to his credits. On the International front, Jamil Hamali maintains his collaborative works with the High-Performance Organization (HPO) Research Group of University of Salford, Manchester, United Kingdom.

Ling Siew Eng is an Associate Professor in Faculty of Computer and Mathematical Sciences at Universiti Teknologi MARA, Sarawak branch (UiTMCS) since 2002. She obtained her PhD in Measurement and Evaluation in 2010. Her speciality is on designing and developing instrument for various purposes. Her area of teaching and research is on Mathematics, Statistics and Education. Currently, she is one of the quality members of the UiTMCS team and leads the Measurement and Analysis section. She is actively involved in university quality activities and won a few quality awards. She has conducted statistical and measurement workshops for researchers, and postgraduates. Beside this, she was a speaker for many programs to improve students' interest and motivation in statistics ranges from students. Since 2010, she is also actively involved in developing e-content for teaching mathematics and statistics. One of her involvement in e-content is developing virtual reality content in teaching mathematics. She is also actively engaged in research especially in the data analysis for all research that she is involved at both national and international levels. Her latest research is a collaboration project between European Union and Asia countries. Her publications include books, monograph and articles in journals. Her latest book is Foundation Mathematics. Besides this, she is also actively involved in teaching innovation.

Prof Dr. **Ramesh T Subramaniam** is a material scientist experienced in preparation, development and characterization of polymer and polymer electrolytes as a source of energy for use in various electrochemical devices. Prof Dr. S. Ramesh is well recognized in his field, internationally and locally, evidenced by the many international and national awards he has received. He was selected as a "TWAS Young Affiliate Fellow" in 2009 by The World Academy of Sciences - one of the five from the South & Southeast Asia and Pacific region. He also received the "UTAR Annual Research Excellence Award" in 2009. In 2010, he received the "Pacifichem Young Scholar Award" from the American Chemical Society and in 2011, the "Young Scientist Award" from IUPAC. In 2012, he received the "IAP Young Scientist Award" and the following year was selected as a "Young Scientist of the Global Young Academy (GYA)". In 2014 he was selected as one of the "Top Research Scientists

Malaysia (TRSM)". It was a great honor for him to be elected as a "Fellow of the Academy of Sciences Malaysia (ASM)" in 2016 and in the same year he received the "International Association of Advanced Materials Scientist Medal" (IAAM Scientist medal) from the International Association of Advanced Materials. In 2017, he was conferred the "Established Scientist Award" by Royal Society and also elected as a "Fellow of Royal Society of Chemistry (RSC)". He is also a recipient of the "Fulbright Fellowship 2017" with a tenure at the Princeton University, USA as a Visiting fellow and a recipient of the "International Senior Research Fellowship 2018" at Durham University, UK where he had a tenure as Visiting Senior Fellow. He was awarded the "MTSF Science & Technology Award" by Malaysia Toray Science Foundation (MTSF) in 2018. He has also been honoured the University of Malaya Excellent Lecturer (Sciences) Award 2019.

Dr. **Ramesh Kasi**, a chemical engineer, is working as Associate Professor in the Physics Department, University of Malaya from 2010. He is teaching undergraduate and postgraduate level students. He has served in many administrative positions as Programme Coordinator, Treasurer for the research centre, Course file coordinator, Curriculum Review Committee for MSc Applied Physics and Industrial Training Coordinator. He has published more than 100 research papers in high ranked journals having 1550 citations and H-index of 21. He has been successful in securing substantial funds for research from University of Malaya and Malaysian government funding agencies (FRGS), international funding like Erasmus+. He is also a senior member in leading professional associations. He has been involved in organizing international conferences (ICFMD 2013, 2015 Solar Asia 2013) and participated as panel of judges in national science fair for children. He has been awarded an Excellent Service Certificate in 2018 at University of Malaya. He has presented many research papers in international conferences.

Dr. **Santosh Patil** is an Associate Professor in the Department of Mechanical Engineering at Manipal University Jaipur, from April 2016. He received his PhD from Universiti Teknologi PETRONAS, Malaysia. The title of his Ph.D. thesis was: "Evaluation of Frictional Contact Stresses in Spur and Helical Gears". Previously, he has experience of working as an Assistant Professor at KLE Dr. M. S. Sheshgiri College of Engineering and Technology, Karnataka, India. He has Masters in Design Engineering and BE in Mechanical Engineering. He has an adequate and versatile teaching and research experience of over nine years after his post-graduation. He also holds an administrative post of Deputy Director-International Collaborations for Manipal University Jaipur, since June 2018. His main research interests are in the areas of Finite Element Methods, Gears, Mechanics, Basalt/carbon laminates and Stress Analysis. He has published more than 20 papers in peer review international journals and conferences with a good number of citations in journals indexed in reference bases. He has delivered a significant number of invited lectures in recent years (both in India and abroad) and is a reviewer of 6 SCI high impact journals. He has completed a research project entitled "Gear Dynamic Stress Test Rig" which was of RM 45950 grant (Rs 8 lakhs approx.). Recently, he is working in areas pertaining to plastic gearing, its applicability and testing for its fatigue bending, for which he has received a seed grant of 1.6 lakhs. In recent years, the focus of his research is to study the performance analysis of Nylon gears manufactured by different techniques and study their strengths for different loading conditions. His other works include design of fixtures and testing methods for different sized gears and design of a stability mechanism to avoid two wheeler fall or skid. Also, basalt/carbon laminate analysis for buckling and low-velocity impact testing is ongoing.

Dr. **Ravi Kumar Sharma** is Associate Professor in Department of Mechanical Engineering, Manipal University Jaipur. He is teaching undergraduate and postgraduate level students. He has published more than 15 international peer review journals with high impact with 577 citations. He has received his PhD from

University Malaya during 2016. He has been successful in securing substantial funds for research from government funding agencies and worked in Indian and Malaysian scenarios. His research interest being CFD, Phase change materials, thermal energy storage and Heat transfer. Presently is guiding 5 PhD students and a few Master's students in these fields. He has delivered a number of invited lectures in recent years (both in India and abroad) and is a reviewer of many SCI high impact journals. He has worked on a few research funding projects on thermal and phase change materials. Also, having a good network of research community and international exposure.

Prof. **Satish Shenoy**, is the Professor & Head of Department of Aeronautical & Automobile Engineering, Manipal Academy of Higher Education. He was earlier also Director Research (Technical), MAHE. He obtained his Ph.D. from Manipal Academy of Higher Education. He has more than 20 years of combined research, teaching & industrial experience in India. His research focuses on a broad range of areas, with applications in aerospace and automotive industries. Some of the key areas of interest are Finite Element Methods for Bio and Aero Structures, Fluid Structure Interaction in Bearings & Seals, Tribotronics and Externally adjustable fluid film, Water lubricated bearings and Composite Materials for anti-ballistic applications. He has guided 09 Ph.D. scholars and 38 post graduates students. He has applied 6 patents and published more than 80 papers in reputed journals. He has secured fundings of more than 2 crore from various Government and International agencies.

Dr. **Mohammad Zuber** is an Associate Professor in the Department of Aeronautical & Automobile Engineering, Manipal Academy of Higher Education. He is also the Assistant Director for Innovation & Incubation at Manipal Institute of Technology, MAHE. He obtained his Ph.D. and Post-Doctoral Fellowship from Universiti Sains Malaysia. He has more than 12 years of combined research, teaching & industrial experience in India & Malaysia. His research focuses on a broad range of areas, with applications in aerospace and biomedical applications. Some of the key areas of interest are Computational Fluid Dynamics for Bio and Aero-thermal domains, Aerodynamics, Biomimetics, Thermal management and Biofluid dynamics with special interest in respiratory flows, blood flow leading to development of bioinspired devices. He has guided/guiding 06 Ph.D. scholars and 7 post graduate students. He published more than 50 papers in reputed journals. He has secured fundings of more than 1 crore from various Government and International agencies.

Dr. **R. Vasudevan** is the Dean and Professor of School of Mechanical Engineering at VIT University, Vellore, India. He obtained his Ph.D. from Concordia University, Canada. He has around 21 years of combined research and teaching experience in India and Canada. His research focuses on a broad range of problems in Mechanics of composite structures, Dynamics and control, Smart Materials and Nanocomposites, Structural Health Monitoring, with applications in aerospace and automotive industries. He has finished four funded projects, sponsored by DST, AR&DB and VRDE in areas of composites and dynamics instability, respectively. At present, he has seven ongoing funded projects sponsored by Royal Academy of Engg, DST-UKIERI, DST-Nanomission, DRDL, GTRE and Valoe, Concorde Helmets Pvt. Ltd, in Dynamic characterization of Nano composite structures, Thermal buckling of polymer nanocomposites and design of a piezoelectric accelerometer, respectively. He has finished the guidance of eight Ph.D. scholars and one M.S. (By Research) scholar. He was awarded International Tuition Fees Remission at Concordia University during 2007. He secured University first rank and Gold medal from Periyar University during the Post-Graduation. He was also nominated for Governor General Gold Medal Award for Ph.D. thesis and best Ph.D. thesis- Concordia University, Montreal, Canada. He has published more than 60 research articles in international journals with high impact factors. He has also authored a monograph on "Analysis of smart structure" Published by LAMBERT Academic Publishing GmbH &

Co. KG, Germany. He is one of the associate editors in the International Journal of Mechanical Engineering and Applications. He has also served as potential reviewers in various reputed journals including Smart Materials and Structures, Journal of Intelligent Material, Systems and Structures, Journal of Biomedical Engineering, Composite Interfaces, Tribology Transactions, Carbohydrates, Polymers, Steel and Composite structures, Journal of Zhejiang University, Journal of Reinforced plastics and composites, Human Factors. He is a life member of Indian Society of Technical Education - New Delhi, a senior member of International Association of Computer Science and Information Technology-Singapore.

Dr. **Bibin John** is an Associate Professor in the School of Mechanical Engineering at Vellore Institute of Technology (VIT), Vellore where he has been a faculty member since 2014. Currently he is heading the Department of Thermal and Energy Engineering of VIT. Bibin received his Ph.D. in 2014 from Indian Institute of Technology Guwahati, India. His research interests lie in the area of Computational Fluid Dynamics, High speed aerodynamics, Conjugate heat transfer analysis, multiphase flow, Gas turbine engines, propulsion etc. His group has developed a unique CFD solver “Unstructured Solver for Hypersonic Aerothermodynamic Simulations (USHAS)” He has published more than 20 research papers in high impact factor journals in the field of Fluid dynamics and Aerospace Engineering. He has also presented many research papers in international conferences. Currently he is collaborating actively with researchers in the fields of Renewable energy, Electrical Engineering and Biomedical Engineering. He is a recognized reviewer of Physics of Fluids, Journal of Aerospace Engineering and Journal of Petroleum Science and Engineering. He is also a recipient of “Early Career Research Award” of Science and Engineering Research Board, Department of Science and Technology, Government of India. Bibin teaches several courses on Computational Fluid Dynamics, Turbomachinery, Gas Dynamics, Propulsion and Applied Thermodynamics. He has served as convener of the Continuous Assessment Test Committee, organizing team members for multiple conferences and member of curriculum framing committee. He is currently guiding three PhD Scholars. He is also a Member of Institution of Engineers India.

Polycarpus Papadopoulos graduated from the Department of Mechanical Engineering and Aeronautics of the University of Patras. In 2004 he received his Ph.D. degree from the Department of Engineering Sciences of the University of Patras (Ph.D. thesis: “Investigation of internal, incompressible, laminar hydrodynamic and thermal flow using the improved CVP method and the SIMPLE method”). He worked as a self-employed Mechanical Engineer from 2005 to 2007 and from April 2008 to September 2013 he took up a post as Lecturer at the Department of Engineering Sciences of the University of Patras. In September 2013 he joined the Department of Mechanical Engineering and Aeronautics of the University of Patras. He has 30 publications in peer-reviewed international journals, 18 conference presentations and has served as a reviewer in 22 peer-reviewed international journals. His scientific interests include Computational Fluid Dynamics and Heat Transfer, Ferrohydrodynamics, Biofluid Mechanics, Numerical Methods, Electromagnetics

Associate Prof. Dr. **P. Vafeas** received his Diploma in Chemical Engineering from University of Patras in 1997, a Postgraduate Master of Sciences (Master's) and his Doctorate Diploma (Ph.D. Thesis) from the Department of Chemical Engineering, University of Patras, 2003. In September 2013 he joined the Department of Chemical Engineering of the University of Patras. He has 48 publications in peer-reviewed international journals, 35 conference presentations and has served as a reviewer in 11 peer-reviewed international journals. His research is in the fields of Partial differential equations of mathematical physics, Analytical and hybrid methods in physics and in engineering, Theory and applications of the ellipsoidal geometry, fluid dynamics, creeping hydrodynamics and magnetic fluids and modeling of cold atmospheric pressure plasma jet systems.

Dr Suresh Sampath is the Head of Turboelectric System Engineering Group and Director of Gas Turbine Systems & Operations at the Propulsion Engineering Centre, School of Aerospace, Transport and Manufacturing, Cranfield University. Dr. Sampath has been involved in several Research projects and has industry experience for over 20 years holding several senior positions. His expertise is in advanced Gas Turbine Performance simulation, Engine fault diagnostics using Artificial Intelligence like Neural Network, Genetic Algorithm, Gas Turbine Life Cycle Management etc. He has widely published in reputed international journals and conferences. He also holds patents for engine fault simulation and diagnostics method. He currently serves on the board of the prestigious International Society for Air Breathing Engines (ISABE).

Dr Pavlos Zachos is a Senior Lecturer in Propulsion System Aerodynamics within the Propulsion Engineering Centre. Dr Zachos is a Fellow of the UK's Higher Education Academy (HEA) and has over ten (10) years of teaching and supervision experience at university postgraduate level in the fields of thermo-fluid sciences, aerospace propulsion and turbomachinery aerothermal design. His teaching and supervision practice is endorsed by the UK's Quality Assurance Agency for Higher Education (QAA) which is an independent body that monitors and advises on standards and quality within the UK's higher education sector. His research interests cover a range of areas including experimental methods in aerodynamics, design and optimisation, advanced data analytics, machine learning in flow systems, computational fluid dynamics and instrumentation technology for flow measurements. Since 2010 Dr Zachos has led a number of research programmes in the areas of applied propulsion aerodynamics and gas turbine engine performance. He has authored or co-authored over 30 archival journal papers and around 90 conference publications. Dr Zachos is a member of the American Society of Mechanical Engineers (ASME), the American Institute of Aeronautics and Astronautics (AIAA) and the Royal Aeronautical Society (RAeS).

Dr Manel Soria Guerrero is a researcher from the Grupo de Investigación en Turbulencia y Aerodinámica en la Ingeniería Mecánica y Aeroespacial (TUAREG) and Senior Lecturer in Aerodynamics and Propulsion at Escola Superior d'Enginyeries Industrial, Aeroespacial i Audiovisual de Terrassa (ESEIAAT). Dr Soria work has been oriented to the numerical modelling of fluid dynamics phenomena, alongside two complementary lines of research: Development of algorithms and simulation codes for LES / DNS with parallel computers, and application of high performance CFD codes to science and engineering problems. He has developed the algorithm DSFD that allows to solve the Poisson equation with parallel computers exchanging a single message. Also codes such as or AGLA for the simulation of ventilated facades, that was used in two research projects with European funding (MFVF and GREENFACADE), and referenced in several papers. Dr Soria has authored or co-authored 31 reports and 27 journal articles, along 85 Congress presentations and participated in 18 projects, and has an H-index of 14.

Dr Enrique Garcia-Melendo is an electrical engineer with Master's degree in Electrical University at Purdue University (USA) and a researcher from the Grupo de Investigación en Turbulencia y Aerodinámica en la Ingeniería Mecánica y Aeroespacial (TUAREG). Dr Garcia-Melendo Ph. D. degree is on the atmosphere dynamics of the giant planets of the Solar System, becoming atmospheric dynamics his main topic of research. He was a researcher for Fundació Privada Observatory Esteve Duran (FPOED), in charge of the 0.61 m Cassegrain telescope, and for Grupo de Ciencias Planetarias (GCP) at the Basque Country University (UPV/EHU), as a researcher in the Geophysical Fluid Dynamics field. He followed his research in atmospheric dynamics in the Solar system as a full time tenure at the UPC, collaborating with other professors and students for the design of software for the numerical simulation. Dr Garcia-Melendo authored and co-authored over

50 journal articles and 25 reports, further other scientific production as book chapters or congress presentations.

Krystallia Christodoulaki is a Senior Researcher at ReadLab. She holds a PhD with distinction in Comparative European Politics from the Department of Political Science, University of Crete. She has worked at the European Parliament and the Greek public administration and has teaching experience as a visiting lecturer in several Universities in the areas of governance, public administration, higher education policy and social development. She has extensive experience in both academic and EU project quality assurance and evaluation.

Petros Chondros is the R&D Manager of ReadLab. He holds an BSc in Electrical and Computer Engineering from the University of Patras, Greece. Since 2004, he has been involved in Greek and EU funded R&D projects. His areas of expertise include project management in areas related to ICT, education and eLearning, engineering; creation and prioritizing actionable user stories for the development teams employing agile frameworks and approaches. Research, learn and implement technologies to develop background for successful product definition; the organize new R&D initiatives.

Ms. **Eleni Damianou** is a Political Scientist holding a bachelor's degree in International and European studies and a M.Sc. in Environment, Science and Society from the University College London. She has more than 8 years of professional experience in managing EU and international projects (EuropeAid, Erasmus+, and WB etc.). She holds hands-on experience in QA and evaluation procedures while also being an external evaluator for Erasmus+ youth projects in Cyprus.

4. Quality Board Decision-Making

All members have equal status, acknowledging the importance of the expertise and experience that each member brings to the Quality Board. The person appointed by the WP5 leader, ReadLab, shall chair the Board. The chair guides the committee in terms of task (monitoring the QA Plan, focusing on scope and timeframe) and process (how the group works), helps the Board to work collaboratively and ensures a balanced contribution from all Board members. Any disputes that might arise will be addressed openly and honestly and will be dealt with as foreseen in WP Management.

The Quality Board will closely cooperate with the APPLY project Coordinator, Management Board and WP Leaders.

5. Quality Board Communication

Quality Board members will communicate through the APPLY project shared platform. If at least one of its members requests a meeting, this will be promptly arranged by the Quality Board chair and delivered virtually. All members will be notified of the meeting arrangements and agenda one week in advance.