

Erasmus+ project

ICU - Knowledge triangle, Innovation, Reinforcing of Education, Research, E-Health and Medical Links

609506-EPP-1-2019-1-SE-EPPKA2-CBHE-JP

Minutes of the meeting

Zoom

26 March, 2021

Draft

Participants:

1	Linneuniversitet (LNU) Dr. Mosad Zineldin	Sweden
2	Valentina Vasicheva	
3	Universita Degli Studi Di Genova (UNIG) Guido Amoretti	Italy
4	CESIE Jelena Mazaj	Italy
5	Giovanni Barbieri	
6	Institute for the Danube Region and Central Europe (IDM) Sebastian Schäffer	Austria
7	Tallinn University of Technology (TUT) Madli Krispin	Estonia
8	Powan Dutt	
9	Notre Dame University (NDU)	Lebanon
10	Lebanese University (LU)	Lebanon
11	Beirut Arab University (BAU) Prof. Sobhi Abou Chahine	Lebanon
12	Rami Abbas	
13	Modern University for Business and Sciences (MUBS) Bassem Kaissi	Lebanon
14	Alexandria University (AU) Walid Elbarki	Egypt
	British University in Egypt (BUE)	Egypt
15	October 6 University (O6U) Ismail Hegazy	Egypt
16	Al-Azhar University (AZU) Manal Abdelsalam	Egypt
17	Safaa Mineza	
18	University of Sinai (US) Ahmed Sharaf	Egypt
19	Assiut University (ASU) Tayssir Soliman	Egypt
20	The International for Applied Sciences&Technology (IAST) Ahmed Soliman	Egypt
	October 6 University Hospital (O6UH)	Egypt
21	Lead Healthcare Consultancy (LEAD)	Lebanon
	BADR Ahmad Makhoulouf	
22	NEO Lebanon Yasmin Algharib	Lebanon
	EACEA	Belgium

Elena Palavrova	
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1. Welcoming

The meeting started without delay. It was opened by the welcoming words of Dr. Mosad Zineldin and inputs regarding the COVID-19 impact on project activities

Following the introduction, Valentina Vasicheva (LNU) presented the information on the WP9 Management. The following question were discussed:

- Equipment. All partners **MUST** proceed with the purchase of equipment **as soon as possible**.
 - 1) The partner should first agree with the project manager about the list of equipment. Make market research or tender procedure.
 - 2) Get offers from at least 3 companies. In case there are fewer companies in the market providing the equipment, the explanation must be provided in the bid assessment.
 - 3) Fill in the bid assessment.
 - 4) Send all supporting documents to Valentina
 - 5) After approval, the money will be sent to University or the supplier.

In case the list of equipment is different from the list of equipment approved in the application, it must be agreed with the grant holder first.

Attention! Any company is acceptable for this service, but it is better to choose a local one to avoid purchasing delays.

Dr. Mosad Zineldin Zineldin added, that no budget for equipment is available for passive partners.

- **Staff costs.** Partners are reminded to follow the rules and regulations for staff costs reporting. NO evidence – NO staff costs. All deliverables must be available in Box.

Please send the drafts first to Valentina before you stamp them to avoid any mistakes.

- Reports (In Box – ICU together- Management –Reports) a document **“ICU deliverables report Continuous”** must be filled in.

Each 2 months a WP meeting must be organized by WP leaders. Closer communication between leaders and coleaders is suggested. WP leaders sends the request to grantholder about the date for the meeting to be organized.

By the end of the current meeting each WP leader has to suggest the date for the meeting.

The discussion on the project included:

Comments on monitoring

Dr. Mosad Zineldin: presented the feedback on monitoring. The Coordinator underlined that the monitoring team mentioned some delays, however, some actions are going before the official start, for example sustainability and platform development. The monitoring team also underlined poor communication in ENG, which should be modified, for example, applying spelling check; also, the monitoring team states that the project provides a lot of issues on commercialization, however, Coordinator disagrees with this. The monitoring was organized in Lebanon only.



WP1

BAU (Sobhi, Rami): The report has been presented earlier and is uploaded to Box.

The next steps are purchase of the equipment.

More information from presentation.

Dr. Rami mentioned the requirements for the platform and will cooperate with Taltech to proceed with the platform development.

BAU also insists that all partners speed up the process of equipment so that the centres can be established asap.

The meeting for WP1 will be during 2nd week of April late afternoon

WP2

As BUA didn't continue working as WP2 responsible, other universities took over. Taltech became the WP2 leader and has been working with platform suggestions.

Taltech presented several ideas for the platform. For example, the moodle platform which is cost effective. And it can be ready soon.

The medical platform can be connected to moodle for the educational purposes.

The issues of confidentiality is important. The privacy and data protection is what makes the platform expensive.

From the sustainability point of view a state company is better.

There were suggestions which cost 30-40 thousand euro, or 60 euro per hour. But this is totally out of project possibility. The partners must use the available skills and knowledge of the staff employed at the universities and can be reimbursed by staff costs according to the project rules. The platform is developed for universities and therefore no business win is possible for any partner.

The conclusion is that first the platform must be created and then the authorities will be contacted for what information may be displayed.

Madli will send the request to all partners regarding the requirements for the platform.

Taltech mentioned that they can provide education on how to work with moodle inside the Taltech system and after that the universities will be able to create their own courses.

Agreement Taltech will organize 4 trainings about moodle

WP3

Diana Spulber (GU) presented the WP overview, underlying that the work cannot be finalized without a methodological solid part. Partners were asked to contribute to the mentioned part.

-Discussion of the concept of E-health;

-the layout of a draft of questionnaire aimed to investigate the knowhow of EU universities in the field of e-health

- discussion of the questionnaire with the coordinator

- submission of the questionnaires

- the data obtained from the questionnaire has been analyzed

- the missed data has been obtained once the Universities webpage has been analyzed

- a report has been done

- the courses have been designed in line with the project request

- the courses have been proposed to the Partner Countries

at the more only one feedback

GU is insisting on having others feedback."

WP3 meeting during 3rd week in April

WP4

Madli Krispin (Taltech) presented the WP overview, underlying that already conducted 1 training program – in-service training; also institution is involved in the platform development.

WP5

Bassem Kaissi (Mubs) reminded the WP's objectives and stated that more staff members could take part in online training. The trainings were implemented: in November 2020 by Estonian partner, in February 2021 by the Coordinator, future training are planned for April – June 2021 (confirmation from Vienna, Genova, and CESIE are necessary).

Jelena Mazaj: asked for a meeting of the WP partners to clarify the trainings' issue, as the original plan was changed and CESIE has developed an action plan, but no answer is received. CESIE needs to clarify which type of training the organization should implement in cooperation with other EU institutions.

WP6

as the WP Leader had internet problems, Valentina added that in the Box we have a folder for dissemination. Each partner should add info to the reporting file. All photos, minutes, other support material should be included to justify dissemination actions. Also, partners need to share dissemination info with the Coordinator.

Dr. Manal Hamdy joined the session with the presentation about the WP6 co-leaders, products, and tools to disseminate and network for stakeholders.

Dr. Mosad Zineldin added that newsletters were not provided for a long time.

Dr. Manal Hamdy will discuss this issue with the responsible staff members and will provide solutions.

WP7

Taysir Soliman presented the WP, stating that it has started before the planned time. This WP will support the dissemination and exploitation of the project results

As a final step, all the partners were asked to fill in the meeting online evaluation form. Valentina Vasicheva shared the link via chat.

The meeting ended at 17:00 CET, as it was planned by the Agenda.