



2nd Management Committee meeting,

Venue: UPJS, Kosice, Slovakia,

Date: 23rd November 2019

Time: 14:00-17:30.

Attendees: 3 EU Universities (UM, UPJS, MU, HTWK) and 10 Non-EU Universities (JUST, UJ, HU, PSUT, UoD, UoB, UOB, TUMS, IUMS, YU)

Representatives from

1. Alex Dekin explained that we all need to prepare and submit the travel cost report as soon as possible for attending the second management committee meeting Kosice.
2. Alex Dekin also asked us to prepare the staff cost report for the first year of the project (15.10.2017 - 14.10.2018) at the earliest.

The amount for the whole three years is as follows:

Lalit Garg: 30 Management days with 164 EUR/day

Prof. Isabel Stabile: 55 Teacher/Trainer/Researcher days with 137 EUR/day

Prof. Sandra Buttigieg: 55 Teacher/Trainer/Researcher days with 137 EUR/day

Research Officer: 52 Teacher/Trainer/Researcher days with 137 EUR/day

As defined in Staff Work defined in EU Guidelines

Managers (staff category 1) (including legislators, senior officials and managers) carry out top managerial activities related to the administration and coordination of project activities.

Researchers, teachers and trainers (RTT) (staff category 2) typically carry out academic activities related to curriculum/training programme development, development and adaptation of teaching/training materials, preparation and teaching of courses or trainings.

Also, it is important to keep in mind the co-financing as per page 26, Annex I – Budget/Expenditure/Co-financing breakdown per partner and budget category of the same document.

The document P15-UM describing how it can be divided into different project activities.

2. In the meeting at Kosice, it was proposed to have the academics and students training and management committee meeting at UM as follow:

- **Malta Management meeting:** Friday, June 28th, 2019.
 - Malta Management meeting will be attended by all EU and non-EU partner Universities.
 - Each of the 3 EU Universities (UM, UPJS, MU) and 10 Non-EU Universities (JUST, UJ, HU, PSUT, UoD, UoB, UOB, TUMS, IUMS, YU) will send at least one representative and HTWK will send at least two representatives to Malta management meeting.
- **Malta Academics training:** Wednesday, June 26th - Saturday, June 29th, 2019
 - Proposed training course for academics:
 - Advances in Medical Education
 - Dental curriculum Review and Update
 - Health Systems Management, Leadership and Informatics





- Each of 10 non-EU Universities (JUST, UJ, HU, PSUT, UoD, UoB, UOB, TUMS, IUMS, YU) will send 3 academicians to participate in the training.
 - **Malta Students training:** Monday, September 2nd - Friday, September 13th, 2019.
 - Proposed training course for academics:
 - Advances in Medical Education
 - Dental curriculum Review and Update
 - Health Systems Management, Leadership and Informatics
 - Each of 10 non-EU Universities (JUST, UJ, HU, PSUT, UoD, UoB, UOB, TUMS, IUMS, YU) will send 2 students to participate in the training.
 - These students need low-cost accommodation so that they can cover their accommodation, food and local transport within 55 EUR/day.
3. Dates for the academics and students' training in other two EU Universities (UPJS, MU) were discussed and finalized.
 4. Lalit Garg presented a report on WP1.2 and the training needs survey of academics and the training needs survey of students.
 5. The final dates for the academics and students' training in other two EU Universities (UPJS, MU) were presented within the presentation on WP1.2.

