

**ERASMUS+ PROGRAMME**  
**Project Number: 585980-EPP-1-2017-1-DE-CBHE-JP**

**Minutes of the 5<sup>th</sup> MediTec Management Meeting**

05.12.2019 - 06.12.2019

Leipzig University of Applied Sciences

## The Content

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**Keeper of the minutes: Dr. Oleg Krikotov (HTWK)**

**Preface.**

Leipzig University of Applied Sciences (HTWK), the grant holder of the MediTec project, organized the 5<sup>th</sup> management meeting in the HTWK premises during the period 05 - 06 December 2019.

The main topic of the meeting is the implementation of the project and its discussion with EACEA project coordinator.

HTWK invited the project coordinators and deans of Medical faculties from all partners, participated in the project.

The meeting consisted of two parts. One is an internal discussion to synchronize activities within the project and a discussion with EACEA project coordinator, Franco Burgio (EACEA), who joined the meeting on Friday morning via Video Conference.

The outputs and results of the management meeting are shown below:

## 1. The first day of the management meeting

### 1.1 Prof. Dr. Mario Hlawitschka, HTWK.

#### Welcome speech.

### 1.2 Prof. Dr. Mario Hlawitschka, HTWK.

#### Progress in the project implementation until December 2019. Evaluation report from EACEA.

The review of the MediTec Workpackages implementation has been presented.

The EACEA has not confirmed the implementation of the first phase of the project, in spite of the fact, that all the work planned has been done. We need to present the EACEA that we achieved the expected results, otherwise we will be asked to return the respective part of the grant back. In this regard, it is important to send all the information available to the Jordan University of Science and Technology (JUST) for uploading to the MediTec website.

For the next phase of the project, we need to identify the courses/ study modules to be developed and introduced into teaching at partner universities. The very positive supporting factor is the complete establishment of the MediTec Skills Labs in 7 out of 9 beneficiary partners. In 2 other (the University of Basrah and the University of Baghdad) the work keeps going and soon will be finished.

Not later than in March 2020 all partners are asked to provide the HTWK with detailed information on Labs' activities, training, teaching materials and so on. This information has to be in line with Bologna principles, ECTS and EQF.

During the current meeting, we will elaborate the brief description of five study modules, which will serve as a frame for the further modules development and its exploitation at partners without changing the curricula. Every partner will use the developed modules according to its specific conditions and existing curricula. Partners can improve teaching introducing these modules and modern study technologies, such as ICT, VR, signal processing and etc.

EU experts will work closely with partner universities, assisting and consulting. The equipment, installed in the MediTec Labs is the first step, an example, ad partners have to continue equipping the Labs using their own resources in frames of Sustainability Plan.

Another key point – we need to conduct a training session at one of the partner countries, we will discuss with partners and determine the place and date of the training. Partners from Masaryk University will lead the training.

The scheme of Innovative tools in Medical Education has been developed for the work distribution in the consortium in developing new study modules and supporting actions. One of them is purchasing for MediTec Labs of VR machines and 3D glasses.

During the meeting partners split in small groups, made brainstorming and agreed on study modules development. This included a description of module syllabus, the definition of necessary equipment, teaching methodology, slides, graphics, mechanism of integration into curricula.

## 2. The second day of the management meeting

The second day started with a discussion of required modules and a brainstorming of syllables followed by a presentation of the modules.

### 2.1 Results of the brainstorming session.

Partners presented 5 study modules:<sup>1</sup>

Module 1: Virtual Clinical Skills Lab (incorporated in 5 mandatory courses from the 1<sup>st</sup> to the 3<sup>rd</sup> year)

Module 2: 3D Printing technology for Medicine

Module 3: Innovative Technology Staff Training Course

Module 4: Instrumental techniques

Module 5: Digital literacy

Discussion on the description of modules, questions and suggestions.

### 2.2 Video session with EACEA project manager Franco Burgio.

Welcome from Franco Burgio.

Brief report on the MediTec implementation by Prof. Dr. Mario Hlawitschka.

Questions.

Franco Burgio (EACEA): The baseline documents on Workpackages 1.1, 1.2, 1.3 are missing and should be completed.

Fahmi Abu Al Rub (JUST): This task belongs to JUST. The information is almost ready and in 2-3 weeks the corresponding report will be uploaded. The report based on the students' needs analysis. JUST has prepared all newsletters planned to meet the project workplan timeline.

MediTec Labs are established, trainings for both students and staff conducted. All relevant stakeholders are involved in the project implementation. Meanwhile, there are some difficulties in Iran and Iraq. The training visit of EU partners to Iran and Iraq is planned.

Nazar Haddad (UOB): In the given conditions we are doing the best we can. But we face big difficulties with Schengen visa, which limit Iraqi staff and students' mobility. Nevertheless, we managed to send staff and students to training sessions in EU. Not all the equipment delivered to the University of Basrah and the University of Baghdad, some parts are still in customs waiting for the release. We have some issues with accreditation due to constant change in the National Government and other Authorities. We can implement the courses without that accreditation basing on our universities autonomy. We cannot host EU teachers in conditions of protests and hard situation in country.

Rund Hammoudi (UoD): Reported on the MediTec implementation in University of Duhok. Suggested the remote video training for the University of Basrah and the University of Baghdad.

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<sup>1</sup> The documents resulting from the discussion have been uploaded to the web server

Tannaz Azadi (TUMS): Reported on the MediTec implementation in Iran: Tehran University of Medical Sciences and Iran University of Medical Sciences: staff and students undergone the training at EU partners, equipment installed at the MediTec Labs, courses accredited, TUMS will conduct the dissemination workshop in February 2020, other activities fulfilled. However, there are some difficulties:

- 1 Problems with gaining Schengen visa. Moreover, there is no Slovak Embassy in Iran.
- 2 Is it possible to move the remaining part of travel budget to the equipment budget?
- 3 Refunding is a problem. Bank transfer is an issue.
- 4 Complicated reporting procedure, we can't sign every single document by Chancellor/ President.

Franco Burgio (EACEA): The Legal Representative of a Partner has to sign financial documents. If the Dean of a Faculty has a financial responsibility and authorised by an official document to sign financial documents, then it can go this way.

Aleš Bourek (MU): Requested to shift funding for traveling to Teheran for a training session in Teheran. This has been seen as positive by Franco Burgio.

### 2.3 Plan of the next actions.

Partners agreed on the following actions:

Workshop at the Tehran university of Medical Sciences (TUMS) in a week 2<sup>nd</sup> – 5<sup>th</sup> February 2020.

Staff training at the University of Duhok in a week 2<sup>nd</sup> – 5<sup>th</sup> February 2020.

Staff training at the HTWK will be organised on 29<sup>th</sup> March – 2<sup>nd</sup> of April 2020.

Students training at the Pavol Jozef Safarik University in Kosice (UPJS) in July 2020.

Final Conference at the HTWK will be conducted in September 2020.

HTWK will check the travel budget availability for every partner in order to define the number of trips, financed from the EACEA grant, and number of co-financed trips.

## 3. List of participants

N	Name	Partner
1	Ales Bourek	Masaryk University, Czech Republic
2	Erik Staffa	Masaryk University, Czech Republic
3	Lalit Garg	University of Malta
4	Riyadh Qashi	Int@te, Germany
5	Fahmi Abu Al-Rub	Jordan University of Science and Technology, Jordan
6	Nail A. Obeidat	Jordan University of Science and Technology, Jordan
7	Samir Mohammad Al Bashir	Jordan University of Science and Technology, Jordan
8	Ahmed Al Salaymeh	University of Jordan, Jordan
9	Islam Massad	University of Jordan, Jordan
10	Ahmed Alkhasawneh	Hashemite University, Jordan
11	Darwish Badran	Hashemite University, Jordan
12	Aiman Aien Al Sharei	Hashemite University, Jordan
13	Walid Salameh	Princess Sumaya University for Technology, Jordan
14	Mazhar Salim Soud Al-Zoubi	Yarmouk University, Jordan
15	Ahmed Mohammed Salih Salih	University of Duhok, Iraq, Kurdistan
16	Qasim Hasso Abdullah Al-Mezory	University of Duhok, Iraq, Kurdistan
17	Rund A. Hammoudi Al-Bazzaz	University of Duhok, Iraq, Kurdistan

18	Amad Ayad Mohammed	University of Duhok, Iraq, Kurdistan
19	Nazar S. Haddad	University of Basrah
20	Tannaz Azadi	Tehran University of Medical Sciences, Iran
21	Mehdi Moghtadaei	Iran University of Medical Sciences, Iran
22	Mario Hlawitschka	Leipzig University of Applied Sciences
23	Oleg Krikotov	Leipzig University of Applied Sciences
24	Amelie Feicke	Leipzig University of Applied Sciences

Leipzig, Dec 16, 2019  
Dr. Oleg Krikotov