



# AGENDA



2nd Management Meeting  
**Bucharest, October 20-21, 2015**

Hosted by P4  
Spiru Haret University/Universitatea Spiru Haret (SHU)  
Bucharest – Romania  
**Ion Ghica Str., No. 13, 030045**  
*Council Room*



## MEETING AGENDA – [2 ND MANAGEMENT MEETING]

### MEETING INFORMATION

<b>Date:</b>	20-21/10/2015	<b>Location:</b>	Ion Ghica Str., No. 13, 030045 Bucharest Council room
<b>Time:</b>	9:00 AM – 6.30 PM	<b>Note Taker:</b>	Stefan Barbalata
<b>Attendees:</b>	All partners are expected to participate		
<b>Budget:</b>	check budget for travel: see <a href="#">link</a>		

### PREPARATION FOR THE MEETING

<b>Please Read:</b>	Deliverable 2.1, 2.2; WP3 workplan; Dissemination plan [if available]; Quality plan [if available]; Guidelines for the use of the grant
<b>Printing</b>	Hosting partner will disseminate printed version of dev 2.1 and dev 2.2 [if available] (provided by ESU) along with a printed copy of WP3 workplan - Dissemination plan - Quality plan

**DAY: 20 October**

**MORNING**

**WELCOME AND WARM-UP**

	<b>RESPONSIBLE</b>
<b>9.00</b> WELCOME BY HOSTING PARTNER	SHU
<b>9.15</b> INTRODUCTION OF THE PROJECT COORDINATOR	UNIMC
<b>9.30</b> BRIEF INTRODUCTION OF THE PROJECT PARTNERS	ALL PARTNERS

<b>WORKPACKAGES</b>	<b>PRESENTER</b>	<b>TIME ALLOTTED</b>
<b>WP2</b> DEV 2.1 “Comparative Study on students involvement in QA” DEV 2.2 “State of art of students involvement in QA in Armenia” Coffee break	UNIMC	10.00-11.00    11.00-11.30
<b>WP3</b> Workplan	SPARQS	11.30-12.15
<b>WP4</b> Workplan	ASUE	12.15-13.00

**DAY: 20 October**

**LUNCH: [13.00-14.00-Nearby location]**



**DAY: 20 October**  
**AFTERNOON**

	<b>PRESENTER</b>	<b>TIME ALLOTTED</b>
<b>WP1</b> Partnership agreement and budget revision Interim financial reporting	UNIMC	14.00-16.00
Visit to Spiru Haret University Berceni platform - (transportation is included in the time span)	SHU	16.00-18.30

**DAY: 20 October**

**EVENING: DINNER [20.00 "CARU CU BERE" traditional restaurant]**

**DAY: 21 October**  
**MORNING**

<b>WORKPACKAGES</b>	<b>PRESENTER</b>	<b>TIME ALLOTTED</b>
<b>WP5</b> Workplan	ESU	9.00-10.00
<b>WP6</b> Dissemination plan Project website Coffee break	SHU	10.00-11.00 11.00-11.30
<b>WP7</b> Quality Assurance & Evaluation Plan Advisory board	UNIR	11.30-13.00

**DAY: 21 October**

**LUNCH: [13.00-14.00-Nearby location]**

**DAY: 21 October**  
**AFTERNOON**

	<b>PRESENTER</b>	<b>TIME ALLOTTED</b>
<b>WP8</b> Workplan	ANSA	14.00-15.00
<b>WP1</b> To do list Visit to the village museum	UNIMC SHU	15.00-16.00 16.00-18.30

**OTHER NOTES OR INFORMATION**

For any organizational issue, please, refer to the hosting partner, specifically:

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