

IMOTION
Integration and Promotion of Staff Training Courses at
Universities across Europe

EC LLP Erasmus Accompanying Measures
grant agreement number 2013 – 2888 / 001 - 001

Interim Steering Committee meeting
Rome, 20 – 21 February 2014

Agenda

Venue: Sapienza International Office – room 10, viale dell’Università 36

Day 1	Thursday 20 February
9:30 – 9:45	Welcome <i>Luciano Saso (Sapienza University)</i>
9:45 – 11:00	WP1 Management: Administrative and financial management <i>Giorgio Marinoni (UNICA)</i> <ul style="list-style-type: none"> • News from the Erasmus Coordinators meeting • Revision of the work plan
11:00 – 11:30	Coffee break
11:30 – 13:00	WP2 Staff training platform implementation <i>Luciano Saso (Sapienza University Rome)</i> <ul style="list-style-type: none"> • Testing phase and feedback • Possible revision of platform structure • Strategy to gather staff trainings and users on the platform • Platform appearance and graphic design

13:00 – 14:00	Lunch
14:00 – 14:30	WP2 Staff training platform implementation <i>Luciano Saso (Sapienza University Rome)</i> <ul style="list-style-type: none"> Platform integration on the European Commission website: feedback on the first release
14:30 – 15:00	WP3 Quality Assurance and Evaluation <i>Elisabeth Velle (Ghent University)</i> <ul style="list-style-type: none"> Internal QA report: draft version
15:00 – 15:30	WP3 Quality Assurance and Evaluation <i>Claire Macheras (External QA expert)</i> <ul style="list-style-type: none"> External QA report: draft version
15:30 – 16:00	Coffee break
16:00 – 17:00	WP4 Dissemination & Awareness Raising Campaign <i>Jenny Gilbert (Santander Group) and Jean Pierre Roose (Compostela Group)</i> <ul style="list-style-type: none"> Report on Dissemination activities Project leaflet Website (informative part on the project)
20:00	Dinner: Restaurant <i>Nonna Betta</i> Via del Portico d'Ottavia, 16
Day 2	Friday 21 February
9:30 – 10:30	WP4 Dissemination & Awareness Raising Campaign <i>Jenny Gilbert (Santander Group), Jean Pierre Roose (Compostela Group) and Elpida Christou (EAEC)</i> <ul style="list-style-type: none"> Session at ERACON Leaflet Promotional video Final dissemination event
10:30 – 11:00	Coffee break
11:00 – 11:30	WP5 Exploitation and sustainability <i>Elpida Chirstou (EAEC)</i> <ul style="list-style-type: none"> Exploitation plan
11:30 – 12:00	Other possible errands and closure of the meeting
12:00 – 13:00	Lunch



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