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KA2 – Cooperation for innovation and the exchange of good practices

CBHE-Capacity Building in the field of Higher Education

Project No. 597912-EPP-1-2018-1-MD-EPPKA2-CBHE-SP

Project title: *“STRENGTHENING RESEARCH MANAGEMENT AND OPEN SCIENCE CAPACITIES OF HEIS IN MOLDOVA AND ARMENIA*

Project acronym: *MINERVA*

FIRST CONSORTIUM MEETING

5-6 March 2019, Chisinau

PROGRAMME

TUESDAY, 5th March 2019

Venue: Academy of Economic Studies of Moldova (61 Banulescu-Bodoni str., Building A, 3rd floor, room 301)

13:30 – 14:30	<i>Registration of the participants/ LUNCH</i> (catering offered in Building F, 2 nd floor, Hall)
14.30 – 14:45	<i>Opening of the meeting. Welcome speech by:</i> Olesea SIRBU , dr., MINERVA project`s coordinator, Vice-rector for International Relations, Academy of Economic Studies of Moldova Claudia MELINTE , Coordinator, National Erasmus+ Office in Moldova
14:45 – 16:00	<i>Presentations of Project`s partner Institutions</i> (5 min/each)
16.00 – 17.30	<i>MINERVA project`s presentation:</i> <ul style="list-style-type: none"> ✚ Presentation of MINERVA objectives and expected results ✚ Discussion and adoption of the MINERVA timeline
	<i>Organization of the Consortium (structures). Roles and responsibilities of project`s partners.</i> <ul style="list-style-type: none"> ✚ Presentation of MINERVA project`s management structure ✚ Presentation of MINERVA project`s bodies
19:00	<i>Dinner (Tbc)</i>



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WEDNESDAY, 6th March 2019

Venue: Academy of Economic Studies of Moldova 61 Banulescu-Bodoni str., Building A, 3rd floor, room 301)

9:30 – 10:00	<i>Registration of the participants</i>
10.00 – 13:00	<i>MINERVA overall plan and work packages. Allocation of project`s tasks</i> <ul style="list-style-type: none"> ✚ Presentation of the project`s work packages ✚ Presentation and adoption of the Operational plan 2019 (including mobility plan) ✚ Allocations of partners` tasks.
	<i>MINERVA Financial management and Reporting:</i> <ul style="list-style-type: none"> ✚ Presentation of the MINERVA project`s budget ✚ Partnership Agreements ✚ Discussion on the MINERVA Grant Agreement (eligible and ineligible costs) ✚ MINERVA project`s reporting
13:00 -14:00	LUNCH & NETWORKING (ASEM, Building F, 2nd floor, Hall)
14:00 – 17:30	<i>MINERVA Communication and Dissemination strategy</i> <ul style="list-style-type: none"> ✚ Discussion and adoption of MINERVA Communication and Dissemination Strategy ✚ Presentation of MINERVA Brand book (agreement on usage of MINERVA logo, small promotional material, etc.) ✚ Presentation and adoption of the text of MINERVA leaflets ✚ Discussion on MINERVA web-page (functioning, Editorial Board, etc.)
	<i>MINERVA Quality control</i> <ul style="list-style-type: none"> ✚ Discussion and adoption of MINERVA quality control work-plan ✚ Discussion on internal and external quality control of MINERVA activities ✚ Discussion on competences and on the composition of the Quality Assurance Working Group ✚ <i>Any other issues</i>