

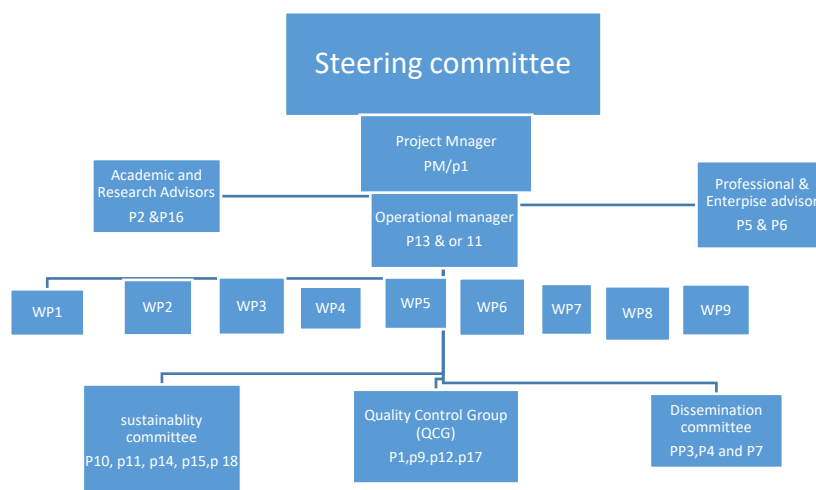
MINUTES OF THE

Kick off Meeting. Knowledge Triangle, Innovation: Reinforcing of Education, Research E Health and Medical Links.

10- 11 February 2020 at 6 October University.

1. Welcome speeches by Dr. Magdy Rady, Vice –president of October 6 university (O6U), prof. Ismail Hegazy, Dean of Faculty of applied Health science
2. ICU_RERE project presentation in details by prof. Mosad Zineldin, Linnaeus University (LNU) and discussions
3. Financial issue presentation by Valentina Vasicheva, Linnaeus University
4. Partners presentations
5. The partner declared their wishes to re-add Badr Univerity (BUC) to the consortium of the project because it will make significant contribution to the project.
6. Presentation and discussion in details the work packages and the leader of each package as well as co-leaders as was suggested by prof. Mosad Zineldin (LNU)
7. Discussion of the intended outcomes from the projects (centres, platform, Diploma or M.Sc. or internships, in-service training and capacity buildings. Tasks and responsibilities of each partner were distributed among all partners
8. Making Video conference with Jelena Mazaj representing CESIE (P3) Italy as a partner in the project. Suggestion to make them as a Co- leader of WPs 8 & 9.
9. Making zoom lecture about digitalization of health education by Alastair C. at LNU-Sweden
10. Decision of detecting the next meetings during the first half year of 2020:
1) May: 2020 at CESIE (Italy) or Lebanon 2) July: Genoa or Lebanon,
11. Valentina Vasicheva explains instructions and regulations, for financial issues.
12. Set up the management structure for the steering of the project to include the different committees, such as quality, dissemination and sustainability to review and assist the different work packages' leaders and co-leaders. All partners discusses and agreed about the following structure:

Steering Committee	Leader	members
Management	P1 (LNU)	p2 (UniG), p5 (TelTach), p6 (NDU), p13 (BUC) , 16 (ASU)
Quality Control Group (QCG)	P6 (NDU)	1,9 (MUBS), 12 (O6U), 17 (IAST)
Dissemination	P8 (BAU)	3 CESIE),4 (IDM),7 (LU)
Sustainability	P10 (AU)	11 (BUE), 14 (AZU) 15 (SU), 18 (LEAD)



13. The partners agreed about the following wp task distribution and works package leaders and co-leaders
14. The content, tasks, delivery times, and responsibilities of work package leaders and co-leaders are the following:

WP	WP Leader	Co- Leader(s)	Main Task
1	8 BAU	3 (CESIE)+12+13(BUC)+ 14	Centres development
2	11 BUE	2+7 (LU) + 15 (US)	Web platform
3	2 UniG	11+ 5+6 (NDU)+16	Diploma, study and training material
4	5 TalTech	4 (IDM)+13+14+ 17 (IAST)	In-service training activities
5	9 MUBS	3+ 8+ 18 (LEAD)	Capacity building tasks.
6	14 AZU	3+ 10 (AU)+ 11+ 16	Dissemination & implementation following up
7	16 ASU	4+7+ 9+13 (BUC)	Sustainability strategies and actions
8	12 O6U	3+ 6 +17	Quality Plan/assurance
9	1 LNU	10+15 + 18	Management, coordination, financial issues etc.

15. We agreed that each WP leader in cooperation with the co-leaders will provide a draft of their expected action plan including tasks and responsibilities of each partner of the WP by 22 February 2020 to be submitted to Prof. Zineldin the Project manager (PM)
16. WP1 agreed to start the SWOT analyses in both Egypt and Lebanon reg. the existing centres, centre spaces at universities, requirements, objectives & expected activities. The report should be submitted by March 15 as a deadline. QCG and committee should follow it up.
17. Glossary for the e.health terminology
18. There was a suggestion to set up a project board of directors (during the project life and beyond as part of the sustainability)
19. BUE represented by Dr. Samy Ghoneimy invited Professor Zineldin, to visit its campus on 22 February and to have a working meeting with the president of the university and other university leaders & expected team work

	Partner institution	Acronym	Country	Contact person	
1.	Linnaeus University	LNU	Sweden	Dr. Mosad Zineldin	
2.	University of Genoa	UniG	Italy	Dr. Guido Amoretti	
3.	CESIE	CESIE	Italy	Vito La Fata	
4.	Institut für den Donauraum und Mitteleuropa	IDM	Austria	Sebastian Schäffer	
5.	Tallinn University of technology	TalTech	Estonia	Madli Krispin	
6.	Notre Dame University	NDU	Lebanon	Dr. Antoine Farhat	
7.	Lebanese University	LU	Lebanon	Dr. Ziad Salameh	
8.	Beirut Arab University	BAU	Lebanon	Dr. Soubhi Abou Chahine	
9.	Modern University of Business & Sciences	MUBS	Lebanon	Dr. Bassem Kaissi	
10.	Alexandria University	AU	Egypt	Dr. Essam Elkordi	
11.	British University in Egypt	BUE	Egypt	Dr. Samy El Ghoneimy	
12.	October 6 University	O6U	Egypt	Dr. Ismail Hegazi	
13.	Badr University in Cairo**	BUC	Egypt	Dr. Ashraf Ghaleb	
14.	Al Azhar University	AZU	Egypt	Dr. Safaa ElMeneza	
15.	University of Sinai	US	Egypt	Dr. Ahmed Sharaf	
16.	Asiut University	ASU	Egypt	Dr. Taysir H. Soliman	
17.	International of Applied Science & Technology	IAST	Egypt	Eman Ismail	
18.	LEAD health care consultancy	LEAD	Lebanon	Ahmed Moustafa	

20. ** Partners of the consortium (BUC) is right now is not full partner but a just associate partner. Associate partner can not obtain any financial mean. PM will start the inclusion process and wait for the EACEA decision.

Egypt 14/02/2020

This Minute done by dr. Ahmed Emara and approved by Pro. Zineldin and all other partners

Project Principle Manager and overall coordinator

QCG

LNU-Sweden Leader of Management WP9

NDU-Lebanon