

MINUTES
Of the Final Management Meeting TEMPUS Grant 145021-TEMPUS-2008

Facultat de Biblioteconomia i Documentació
Universitat de Barcelona
Carrer Melcior de Palau, 140
08014 Barcelona
13-14 September 2012

Present:

Alan Hopkinson – project contractor, Middlesex University, London
Tigran Zargaryan – project coordinator, Fundamental Scientific Library, Yerevan
Albert Sargsyan - Consortium member, International Scientific Educational Centre, Yerevan
Anna Maria Tammaro – Consortium member, University of Parma, Parma
Tamar Mosiashvili – Ilia State University, Tbilisi, Georgia
Irakli Garibashvili - Consortium member, Georgian Library Association, Tbilisi
Veronica Korkla - Consortium Member, Rezekne Higher Education Institution, Rezekne
Ian Johnson – Consortium Member, the Robert Gordon University, Aberdeen.
Simon Burnett - Consortium Member, the Robert Gordon University, Aberdeen
Mario Pérez-Montoro - Consortium Member, University of Barcelona, Barcelona
Barno Ganieva – Tashkent Institute of Culture, Uzbekistan
Marat Rakhmatullaev – Consortium member, Tashkent University of Information Technologies, Uzbekistan

Invited:

Arusyak Harutunyan - International Scientific Educational Centre, Yerevan
Elli Georgiadou - Middlesex University, London
Alice Keefer - University of Barcelona, Spain
Tony Olden - Thames Valley University, London

Absent:

Natia Gabrichidze - Consortium member, Ilia State University, Tbilisi
Charles Strouthos – Consortium member, Middlesex University, London

1. Opening of Meeting (10 am)

- a) Welcome from hosts
- b) Adoption of agenda
- c) Apologies for absence

2. Minutes of previous meeting

- a) Accuracy
- b) Matters arising not covered elsewhere

3. Reports

- a) General progress (AH)
- b) Dissemination activities to report on (Crimea, Tashkent)
- c) EU recommendations on monitoring visits
- d) Consultant's final report (TEMPUS Activity 8.2)
- e) Partner Country reports
- f) EU partner's reports
- g) Value added activities, e.g. funded outside the project, RGU, Parma

4. Purchasing of equipment

- a) Hardware and learning centres: changes since last meeting (TEMPUS Activity 3.1)
- b) Implement servers for VLE and repository and hire technician (TEMPUS Activity 3.1)
- c) e-resources (TEMPUS Activity 3.2): other materials
- d) Co-financing (3.2)

5. Review of other activities since September 2011

- a) Final conference (TEMPUS Activity 6.4)
- b) Placements (2011) (TEMPUS Activity 2.5)
- c) Review of extra Summer School (TEMPUS Activity 2.2)
- d) Dissemination at Crimea Conference (TEMPUS Activity 6.3)

6. Financial issues

- a) Financial report (*Alan Hopkinson*)
 - b) Administrative regulations and procedures (travel, per diem, refunds, purchasing equipment)
- 7. Outstanding Activities**
- a) EU user services librarians to deliver courses in partner countries (TEMPUS Activity 3.3)
 - Selecting subjects and lecturers (2? outstanding)
 - b) Pilot Master's programme (TEMPUS Activity 2.3) - Progress report (Georgia) (*N.B. justification extension*)
 - c) Implement LIS modules on VLE (TEMPUS Activity 4.2)
 - d) Inter-TEMPUS Coaching including planning QA visit (Elli Georgiadou) (TEMPUS Activity 8.1)
 - e) Report on Sustainability (TEMPUS Activity 6.1)
 - f) Placements 2102 (TEMPUS Activity 2.5)
- 8. Project administration tools**
- a) Website
- 9. Future activities**
- a) General discussion on outcomes
 - b) Anna Maria Tamaro – digital publishing
 - c) Elli Georgiadou
 - d) Future TEMPUS projects
 - e) Other future cooperation
- 10. Closure**
- a) Any other business

The Tempus Project representatives' Barcelona meeting was organised to discuss activities proposed in the project, to detail possible ways for successful closure of the project, to discuss the future sustainability of the project.

13 September, 2012

1. The meeting began at 10:00 as planned.

a) Dr. Ángel Borrego welcomed Consortium members and other participants.

b) The agenda prepared by Alan Hopkinson was adopted without changes. Alan Hopkinson and Tigran Zargaryan were appointed as Chair and Secretary respectively.

c) Alan Hopkinson mentioned that Natia Gabrichidze is on maternity leave and Tamar Mosiashvili is representing Ilia State University was unable to participate in the meeting on her behalf.

Elli Georgiadou from Middlesex University was attending to help in the management of the meetings as well as to contribute to the discussion on the project sustainability. Alan mentioned also that he is continuing NMPLIS project financial management.

2. The Tashkent management meeting minutes were discussed with matters arising. Alan presented the Tashkent Minutes, and asked for comments or suggestions. He went through the Tashkent Minutes looking for any matters to discuss that were not in the agenda.

Alan posed a question to Simon about institutional costs to be paid to RGU. How much it should be? It was agreed that Simon will ask RGU finances to invoice MDX for payment.

The next question was about equipment for Ilia State. Tamar reported that the biggest part of the planned equipment has arrived and that still they are waiting for some items. Alan reported that Marat has ordered some books in Russian and that he had brought some books (ordered by Ilia State) with him for Georgian partners. Ian explained that he had extracted the specific issues about sustainability from his draft paper for submission with the report, and would publish a final version of his paper as an article '**Modernising Librarianship and Information Work in Former Soviet Republics: Challenges and Opportunities**'. Ellie spoke about dissemination output of the NMPLIS project. Ian mentioned about the journal which houses articles about development activities. Alan mentioned that we had asked the European Commission for permission for this extra meeting. Monica is not here, but she has also written about such a meeting, and as there is no extra funding for her, she is absent. Ian suggested that would be perfect to send our thanks to Monica, her reports were very productive and we learnt a lot from her reports. Alan mentioned that she has done a lot, and we should recognise the work done by her. Alan also mentioned that just after Tashkent meeting she

went to Algeria for another monitoring meeting, as Monica currently is involved in several Tempus projects.

Alan mentioned that we will speak about placements later.

Pedagogy of VLEs. Will put that under 5e.

About finances we will talk later.

Activities 2011-2012. Alan mentioned that Elena didn't manage to come to the trainings due to family problems. Simon also didn't visit as he is involved in another Tempus project and can't travel. Alan reported that nothing more for '2011-2012 activities'.

Veronica mentioned that will send some materials for web site to Tigran.

Alan mentioned that we had reached the end of Minutes, and asked for comments and suggestions.

The Barcelona meeting participants accepted the Minutes of the Tashkent meeting as a true record of the meeting with minor alterations as agreed above.

Next item on agenda is item 3 – Reports.

3a. Alan mentioned that he had circulated his progress report in electronic version. He added that it was not possible for Georgia to finish course piloting so we went for extension. Tamar mentioned that they are finishing piloting on September. Alan added that to conduct the pilots we asked for one year extension. Speaking about placements Alan informed that Uzbekistan has done placements in different times and in different years. And that we will return to this in 6a.

Alan reported that all management work now had to be undertaken by him personally.

Any questions or comments? Mario suggested to go for a lunch at 1 o'clock, so we can have a coffee break at 11:30, and we will work till that time.

3b. Dissemination activities. We have a major activity in Tashkent and thank you Marat for all the work for proceedings. The materials are in MDX open access repository and are available to the community members. It was decided that Tigran should link to these repository from the Tempus web site. Alan continued that when we originally submitted the project proposal we plan something to do with e-prints. In the budget we have printing of conference materials for 5 euro per page, we have 8,000 euros left and what suggestions do you have. Marat suggested organising printing of proceedings in MDX for the purpose of not transferring money to Tashkent.

Ellie mentioned that firstly it is important to decide should we print any proceedings, and secondly we should find cheapest option including postal costs. Veronica mentioned that she will check how the situation on printing in Rezekne is.

Tigran asked – is it necessary to print?

Anna Maria – we have published 3 e-books and they are free. OA is visible. We can use this money for conference participation. Alan mentioned that we can't use that money for conferences.

Ian – I realised that I like to start from the other end, what we try to achieve. Paper based conference proceedings are disappearing because they are not visible, and one of the opportunities that OA servers are giving is that people will find the material, and this is a good indicator for recognition of the presented work. And maybe the funding could go for having attaching good metadata to the material and people will benefit after finding.

Alan agreed that we will submit the PDFs to the professional publisher. And that money could be spent on reformatting of the material. Veronica agreed that such approach is realistic, and we will have a digital book.

Tigran – let us to go with Kindles and put the material of the conference on Kindles and will be a good dissemination.

Alan mentioned that he is not sure that the Commission will allow buying Kindles and we should think what else beside proceedings we can add in the Kindle. We should find a publisher with reputation in e-publishing. Ian added that there are 2 or three different systems for e-books and OA

materials. Anna Maria said that Lulu and Amazon services are going interested with OA publications. Ellie – you can write to Commission to redistribute that money.

Alan – I went to Crimea conference and lot of interesting. Discussions with Organisers about our NMPLIS, I established contacts for Small and Medium enterprises, to work with IRBIS. We can have Kazakhstan, Uzbekistan, Kyrgyzstan, and Tajikistan as partners to establish a common library network using IFRBIS. Unfortunate nobody from these countries participated in Crimea conference. Alan resumed that the Crimea was a good platform for dissemination.

3c. Next issue is EU Recommendations. Alan mentioned that he had printed the recommendations. And partner countries are aware about these Recommendations. Alan introduced the text of monitoring visit to Armenia, and mentioned that Ellie is involved in QA. Ellie replied that she is involved in a QA project with 2 biggest Armenian Universities. Alan posed a question to Arusyak - have you submitted your course to ANQA.

Arusyak – yes we have done, but ANQA is facing technical problems with e-registration system, and we are waiting when ANQA e-system will be recovered to continue. Ellie added that in principal we should know the opinion of ANQA. Arusyak added that several AM universities are in process of accreditation, and we have time till 2015, and this process takes lot of time, and next year we will take part in the second year accreditation. For now none of Universities are accredited yet, and we are supposed to be involved in 2013. Ellie – on October I with Alan will visit Armenia and will discuss this in Yerevan, and we will invite ISEC to our workshops.

Alan – we should give a good explanation in the report about this.

2nd point of EU recommendations: Armenian Library community should be informed about NMPLIS project and about the fact that funding is coming from EU Tempus. You must promote and advertise the course. Tigran mentioned that in Armenia we are organising Europe day and during this event introducing the course, our website also is visible, and we are disseminating information through library system.

3^d point. To spread information in ISEC and NAS, amongst all stakeholders etc., to organize marketing events.

Ellie suggested spending some amount from 8,000 euro for this. It was suggested to invite Anna Maria for such marketing event.

Alan asked a question - who were the EU teachers for Summer School 2011? Nazlin, Vittore and Elena replied Arusyak. Alan mentioned that we have achieved this goal.

Alan mentioned that it is recommended to introduce modern teaching technologies. And this is done. It was recommended to the coordinator to discuss with FSL and NLA directors to introduce NMPLIS in these organizations. Tigran agreed.

For Georgia it was suggested to speed equipment purchase, to continue PR campaigns, to continue informing the audience in Georgia about NMPLIS. Tamar replied that we are gathering students and the process is going. ‘Tempus 3’ programme logo should be changed to ‘Tempus 4’ programme logo. Alan - We should put links to other partners at the end of the project.

Communication could be improved. This is a recommendation for the website. Lots of material came from RGU and we have still money for translation. We need an extra page (from menu) for the links for that.

Alan posed attention of the participants to the aspects of internal training and retraining, and to introduce the approach from teaching to learning.

Ian – it is easy to say rather easy to do. Not enough teaching materials translated, and will be interesting to know what is happening in the partner countries in the provision of documents in the native languages.

Tony. I came across many and many times that formal education at Universities is very traditional, I’m very familiar with such education and it is difficult to do shift. I became familiar with these new reflections when I was studying in USA.

Ellie and Alan – so, because of that, it is important to do internal training for teaching staff. English language should be a subject in new courses.

Tamar mentioned that in GE English is included as a subject in teaching. This is already implemented.

Arusyak – English is a mandatory course improved by the Ministry (and also IT and Philosophy). Marat in UZ all educators should pass an exam on English, and new courses are for masters students. Parma had the UZ participants. Alan mentioned that can't find any materials on Maracanda project mentioned by Marat, and that Marat should help him to find. Ellie – should we include a research component?

Ian – and what about the content of curricula. Research taken by the institutions supports the practice, and when the group is doing a dissertation they are searching new ideas. Alan mentioned that this is a big thing and that we should keep continuing the dialogue looking into the future. It is for future, PR campaigns should be carried out, people don't have any knowledge in LIS which should be attractive.

Alan added some his thoughts about the sustainability from the Recommendations. We are at the end of the project but UZ is having already established LIS courses, and in UZ it is clear that we wouldn't face problems.

AM – sustainability is visible. New people are getting in.

GE the same that is a new course and people are coming in.

That is all from the Recommendations.

Coffee Break.

3d. You all received the copy of a report, thanks Monica for her input, findings and recommendations. Alan mentioned that when you read Monica's report you can see how professional it is. All participants agreed with this. We all express our gratitude to her.

3e. Uzbekistan. Marat mentioned that this project is in time with the reforms which are going now in UZ for building information literate population. We have more than 11,000 public libraries, 1,500 college libraries, 9,000 school libraries, and now it is time for reforms. Now State is allocating money for the libraries, new building of NLU is functioning, and the government is supporting the libraries.

Marat demonstrated Activities and the results, new disciplines which are added to the Masters LIS (Corporate library systems and networks, Digital library disciplines, Management of information analytical activities, Technologies and use of resources, Information architecture, world information resources, etc).

The Ministry of Higher Education is supporting our suggestion on opening a new library faculty with 4 departments - library systems, electronic archives, multimedia systems and library science.

We had organised final conference in Tashkent and Samarkand. More than 120 participants.

Fergana University invited our project team to participate in the international conference in Fergana University. Interesting meetings with German participants and discussions.

About sustainability. All teaching materials from summer schools we had included in our curricula. We have very good connections with our EU partners, and the ideas coming from EU partners are well supported by the Ministry officials.

We got a new grant from the Uzbekistan Government to develop 'Tashkent corporate information and library network of high schools'. And the Ministry is supporting our conception. We will start for the next year developing republican academic libraries network.

Grant from UNESCO 'Centre for scientific information' and Tempus team members are behind of this project.

Grant from eIFL 'Organising the campaign on copyright', and joint project with Goethe institute to organise training courses for the librarians and educators and study visits to Germany.

The Ministry of Higher Education supported Tempus UZ team proposal to train 140 librarians from 70 academic libraries, next step is 'Train of Trainers' courses for our colleges, more than 1500 colleges more than 3000 librarians.

Marat introduced the problems. LIS faculty is closed in the University of Culture and moved to TUIT. We can't implement and adopt new LIS subjects which we were proposing to do until the merged department has settled in.

Marat answered to the questions of Mario (about the courses and students numbers involved), Irakli (what about the UZ Tempus team, do they all moved to TUIT, yes answered Marat).

Marat spoke about his vision on continuation of NMPLIS – they need new curricula for archives (more than 1200 archives with ca. 10,000 employees). Another idea is to develop UZ academic libraries system, and Marat is in touch with UZ NTO discussing both projects.

Alan - any questions. Simon – why Maksim stayed in TIC. Rector is valuing him as a good specialist. Irakli – how will be organised the transfer of equipment from TUC to TUIT. Marat – I think special letter from TUIT rector should be sent to TIC rector. Alan mentioned that this is a good question Because EU should be informed about this. Alan also mentioned that we put much more money for hardware in TIC. Alan mentioned that he will write a letter to EU Tempus.

Ian – pass the copy of your presentation to Tigran,

Ian – what you told is impressive, but we want to understand how you manage to receive the political support for Libraries; who was a linkage with the high level officials.

Marat – I am a member of working group for preparing IT documents for high level politicians, and the Government and Parliament are involving specialists from different subject areas to prepare suggestions for Libraries. And we had prepared suggestions and they had accepted those suggestions.

Ian – usually such things happen when somebody who is close with the Government is preparing such suggestions. Marat answered that UZ needs to prepare documents on building new information infrastructure for the country, and I am involved in that activities as a representative from the libraries.

Ellie – you said 200 people attended the courses, and in the slides I see other numbers. Are those also outside Tashkent? Yes, answered Marat, we have 120 participants from different UZ regions. Marat also mentioned that lot of LIS students also were amongst the participants.

No questions. Thanks for the very good presentation.

Alan mentioned that he should tell the Tempus office about the transfer of equipment and he should ask what to do with the TIC equipment coming from Tempus funding.

Lunch.

Arusyak presented report for AM. Short overview of NMPLIS project in AM. Establishment of 4 computer labs, in ISEC. VLE server with Moodle is installed and is operating.

LIS course outline is mounted on the FSL server. And demonstrated the web page.

Achievements outputs, outcomes. Introduced national legislation regarding accreditation of HE institutions. Armenian QA system is not yet integrated to European NCA system. For this year we have 10 students. We have external stakeholders as National Archives. Master thesis is devoted to FOSS solutions in the libraries, OA approaches for scientific publications, etc.

Dissemination. During Europe Day in Armenian we have a boost where we presented NMPLIS programme, Tatev made a presentation about the project.

Anna Maria. How many students for admission? Simon – what about the graduates, are they returning back to the job places. Yes. They are returning back. One of our students has passed internship in UK and published an article about that.

Ian – who is teaching the courses? Participants from Summer Schools, specialists in digital libraries and archives.

Alan. What about FOASS and OA. Tigran answered to this.

Ian. Sustainability. How well are you prepared for such a possibility, if your teachers leave the University?

Ian - it's a real challenge if you not have a large pool if you don't have a sufficient amount of specialists to replace. If you have good students, then you can keep them as teachers.

Alice: Welcome to Barcelona. Mario and I are offering something as hosts, and decided to make comments about the Summer School, and also the summary of involvement of UoB in the project. From UoB Angel Borrego participated in the first meeting, then Mario visited partner countries, in 2011 Alice was in Tashkent, and now we are here. At the same time both Mario and me participated in SS in Tbilisi, and Mario was in the study tour for QA in Parma.

Problems: In Tbilisi it was very hot and the windows were opened and it was noisy. Second problem - on Saturdays the comp lab was closed. Third problem that Professor Zorin didn't manage to participate in training and he was absent.

Review of Summer School (SS), Tbilisi. 7/2010. She presented learning outcomes for that SS, and constraints. Highlighted that infrastructure, accommodation and support provided by Ilia State were excellent. Tamar mentioned that long sessions were due to the money shortage.

Alan – this is a good opportunity when many of teachers are together and we can share opinions.

Tony – I enjoyed the teaching in SS with 3 country students very much, and I see this as an excellent opportunity. Alan agreed with that.

Tony – I was surprised how Hi Tech savvy were participants from 3 PCs. We were very well welcomed by our colleagues from Georgia.

Anna Maria – good experience, all teachers are professionals, we introduced different subjects, and from the students feedback we understood that this was a huge workload for them.

Mario – we should think about using Moodle in our further activities, and Tamar mentioned that many of SS materials now are available from the Moodle VLE. Alan mentioned that second SS was different.

Anna Maria – the material was well presented to the audience, and these materials are visible to all,

Mario – the participants of SS prepared surveys and that was important for teachers as a feedback. And after evaluations we understood that they were successful.

Georgian presentation. Tamara. Her topic was MA program in ISU They have a new centre of information studies, and they have a cooperation memorandum with stakeholders.

Then she introduced the new curricula which they had developed. 15 courses for MA, and they are designed to give various competencies. She introduced the courses, and the web page, in Georgian, they have a problem with archives studies and they are teaching TEI (Text Encoding Initiative) and EAD (Encoded Archives Description) most of materials are mounted in Moodle, 5 members of Academic group visited RGU. Tamar demonstrated following numbers for admitted students: 1st year - 10 students, 2nd year - 9 students, 3d year - 15 admitted and 4 in the waiting list. Programme will start in October 2012.

She introduced Achievements. 1 student is in Tallinn as an Erasmus student, one student is involved in Moodle team, and one student is working in ISU library.

Most of students are having jobs. Equipment is purchased, and she introduced the list of purchased equipment, they are planning to order books for the MA students.

Also dissemination is going well through University web page, social networks; information is in the University MA Booklet. She introduced Summer Scholl pages. We are organising public lectures, inviting visiting specialists from various countries. We have student conferences on Information Literacy, informative meetings, introducing us in Tbilisi Book festival, and we are planning to hold an international conference. And students from AM and UZ can participate. We like an idea of Anna Maria on digital publishing (this is for future) and we would like to start PhD level study and we should apply for a project.

Alan and other participants mentioned that this is an ambitious project and the group is well working.

Tamar introduced the web page.

Tony – some of dissertations should be published in the Web,

Ian – do you have prizes for student thesis? And some students can enter the IFLA student essay competition and travel to IFLA. American Society of Information Technologies also has prizes for best thesis.

Ian – students are organizing international BOBCATSSS conferences to build bridges between newly democratised countries and Europe. And GE, AM and UZ can participate.

Ellie – about thesis. They never had a system of external evaluation (from her Russia experience). They are selecting the best Master's thesis, and encouraging the students. Tony – do you have an experience of oral defence of thesis?

Ian when we set up MA in RGU we decided to check the students' abilities on advocacy and orientations and how that is delivered to the audience. And skills in public speaking which they never had. So think about this, and how to encourage students in this.

Alan – it is interesting about people's perceptions from these new courses in LIS.

Mario – is your university state? Tamar - Yes. Do you have a minimal amount of students to receive state support? Tamar – yes.

Tony so do you have any numbers on ISU PhD students total numbers? Tamar - no. But I think this number is increasing, and state is supporting for this. Tamar told that for PhD the state is allocating 3 years and if you are not finishing at that time, then you are paying for your study from your own pocket.

Simon comments that he will be happy to introduce Tamar how academic system is working in RGU.

Alan – we have reports from 3 PCs and from Alice. And now Simon is your turn.

3f. Simon introduced how representatives from PCs passed education in RGU. He mentioned that RGU will help GE to adopt some scientific models.

Anna Maria. Just we need to reconsider our efforts for study tours. To learn, to understand, and to network all of us with each other. If you want I can volunteer and will send a draft on how we can continue our activities further and will send that to Alan. Learning materials from Parma study tour are not on the Web, and Tamar will send the links.

Rezekne. Veronica introduced her feedback on archives. Our first problem was Professor Pocs, who due to health problems didn't manage to continue his participation in the project. So Rezekne University delegated Ingars to replace him, and his reports were very short and not satisfactory. Another problem which I see is that the interests of our PCs are different. For me GE colleagues tried to organise study process together with archives and LIS.

UZ decided to develop archives study separately. And our vision is that archives and libraries are not separate organisations. And library and archives problems should be discussed together. During Rezekne study Vita Kravchenko informed the students about the digital archives standards. Regarding Mr. Zorin's trip to Tbilisi. Mr. Zorin was on his way to Tbilisi and was late to catch the plane, which is pity. So he didn't arrive. Anita Ianson specialist in QA. In November 2011 UZ students visited Rezekne and according to the suggestions and ideas from the students Peter Grabus prepared and presented a series of lectures about the archives. Then Alexey Zorin introduced how to implement various modules of digital libraries. Mr Gunars introduced implementation of new technology in education. Also some lectures were organised in contemporary archives solutions. UZ had passed the lectures on digital aspects of archives, and second part of the workshop was organised in archives. UZ participants worked in Riga in various archives and visited National Archives in Vilnius. And a workshop was organised in the National Library of Latvia.

Alan – mentioned that probably all partners learnt from each other and second aspect when Tigran and I took this proposal, we took out some ideas for masters and later we understood that archives are important aspect for us so we included archives. As an important aspect for EU Tony mentioned that in recent years is seen increased opportunity for work in records management.

Ian – increased recognition for good record management and for good governance, and experience from GE that National Archives are interested in retraining.

Tony – World Bank is putting a lot of money for record management in Africa, such as this is an important aspect,

Ian – 2 project managers from RGU and from MDX disappeared and this is a problem for management.

Any comments on Rezekne participation? No any comments.

4a. Alan - moving to equipment issues, and nothing to say such as we had discussed this topic before. Alan suggested Tamar to send extra quotations on equipment. GE refused from the server, such as they do not need that. AM and UZ had done everything through bidding, and GE also should acquire equipment through the tendering process.

4b. GE doesn't need a server but they can hire a technician. UZ and AM should send staff forms to Alan. Alan explained some technical details regarding staff costs forms.

4c E-resources. We purchased Emerald, for all, Russian database Integrum for UZ, AM had a few books, and Charles had shipped that through Amazon and Arusyak will check the situation with the books and report back to Alan.

Ian – the Emerald subscription. How long is the subscription, how happy are PCs with that? We should check how long is the subscription with Emerald, such as we had done subscription till the end of a project.

Will you be happy to continue that subscription asked Alan.

AM and GE students are using Emerald, UZ is using IBIS which is in active use. Alan – UZ and AM still can order books and will be good to look the list of GE order. Ellie suggested that with Tamar they will update the list and send to the partners (UZ and AM) for confirmation.

4d Co-financing. First is RGU and from UK academics 4,000 euro is co-financing, and Simon is covering this. Alan will pass a form to Simon to fill in. Alan asked Ian's opinion about academic co financing. RGU should calculate how many hours will be 4,000 euro. Seminars are going as co financing.

Alan – we haven't spent all staff costs, and we need re allocation of those. We should do this by the end of October 2012.

Alan will send the form to EU partners for filling for co financing.

Ian, Alan and Ellie discussed gradation of salary rates in UK universities.

Forms should be sent to Alan by the October 31st.

5a. Final conference. Done.

5b. Placements. Alan - two AM placements are done. Tony mentioned that we are pleased to have a students, and they give library reputation, we do have some good librarians and they are coordinating the visit. They spent time in 2 libraries and Anna Chulyan published an article in Focus journal which if for Library professionals. So UK hosts are satisfied with those 2 students.

5c. Arusyak will send her text.

5d Alan mentioned that he reported about the Crimea conference.

Anna Maria mentioned that an Agreement is signed between UZ and Parma. And Anna Maria will send this document to Alan.

6a. Alan has circulated to all participants the table with amounts of money allocated by Tempus and what is spent. Alan reported how much is left in total, (costs of stay budgeted, travel budgeted, costs of stay, travel) and balance by each item.

6b. Ian told about experience from Syrian project. We changed the tickets, they charged up, Alan – when I submitted to EU YSU project, then they replied that you should be careful with obtaining non refundable tickets. Ian - RGU travel agent is charging a fee as a service fee. Alan mentioned that he thinks that rules are changed and they can charge a service fee.

End of the first day.

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Alan started with examining JEP activities

Staff costs. With Rezekne 2 staff costs should be filled.

English language teaching for staff costs.

Training in PCs. (act. 2.1). Staff costs.

Development of infrastructure. Act 3

We had paid a technician for each country 6,000 Euro, and Tigran will send Alan who has participated. GE - no any payments yet. UZ has received.

Training staff to use VLE. Mike Mimeryne has done that training.

4.2 Implement 15 modules on VLE. Translation work.

5.1 Quality Assurance.

5.3 Study tour.

Dissemination. To check 6.1

6.2 ISEC has produced leaflets, FSL co financing for IFLA Milan. USB devices etc.

Ian mentioned that should be redistribution between PCs for saved money. Ian also mentioned that some publicity materials should be produced in Spanish and Italian. Alan – perhaps we could do that. Ian – to distribute those materials in international conferences. Alan - Barcelona and Parma LIS schools will produce those materials.

Simon and Ellie – this makes lot of sense.

6.3 No staff costs.

6.4 Veronica mentioned that Rezekne is having an experience on producing e-books and e-materials, and Alan suggested Veronica when she will be back to check with the staff the possibility of publishing proceedings.

Veronica will check the prices for publishing in Rezekne and will inform Consortium members about the prices.

The URL for ‘Towards the knowledge society: new roles for Librarians in a changing world’ Conference Open Access repository is <http://eprints.mdx.ac.uk/8255/>

7. Sustainability.

7.1 Marat received 300 euro for final report writing

8. Quality control. Monica has received fees.

Inter Tempus coaching. Yet to be done.

9. Management of the project.

Tigran should calculate 9.5.

Coffee break.

7.b Alan started to discuss travels.

Anna Maria to visit Yerevan at the end of October 2012 for public lectures. Alice, Elena and Anna Maria will visit AM for Information Literacy lectures.

GE suggested to send additional students to AM for lectures.

7.c implement VLEs

Alan suggested to check has all payments done for the technicians?

7d. Outstanding activities. Inter tempus coaching. Ellie introduced her vision for AM and GE visits.

We are planning for a day and half, and also one additional lecture for young scientists on QA. I will try for the next week to send my lectures plan, we have 2 universities YSU and SEUA involved in the QA project and both will attend my first workshop in AM. From AM we will go to Tbilisi and be back to Yerevan. That is our plan for visit.

Alan. Now about placements. Tony – if we take 3 people for replacement I should check for the places, so will be back lately on this when will check in my University. For GE Anna Maria suggested to have some placements as well.

Tony mentioned that for West London University placement best time is November.

2 people from GE are going to Parma for 2 weeks for placement. Anna Maria will arrange accommodation.

Web site. Tigran suggested to send links to him from GE and UZ and he will link from the main page.

Ian introduced his report on NMPLIS – Sustainable development.

Stressed on problems to draw attention of Commission how this project operates. Where and how we had been successful and where and how we had problems.

Stressed on project preparation stage, and on understanding the context;

Alan gave some explanations that Tigran and Alan had developed the project and that Tigran is well aware about LIS in GE and UZ.

Elli – from UK universities point of view success of the project very much depends from the partners.

Alan knows Armenia very well, and we get some ideas from his investigations.

Ian – I think that the mobility grants are perfect for making preliminary investigations. But mobility grants are stopped by Tempus.

Next Ian introduced 'project implementation'. He stressed lack of contact between coordinator and project participants.

Next issues – project activities. A question to Alan. Was it easy to coordinate the work by communicating via e-mail?

Alan – quite a large project, so the structure of Tempus project is changed to the better one,

Ellie - we have monitoring visits and in future it is necessary to include monitoring visits in such projects. Tamar added that the problem with delays with the equipment was the fact that Charles left the project. Irakli – we should use software for team working to see where we are.

Tigran mentioned that we are using in this project Google Docs for sharing documents, and nobody is reacting to those documents.

Ian explained that if we are using Google Docs then should be organised an initial training session for all participants.

Alan added that we had designed 2 meetings per year for project management.

Ian went on Project finance – and stressed that staff time inputs were under-costed. Tamar, Alan and Ian discussed several aspects of financing, and Ian compared that issues with a Syrian project in which he has participated.

Project management. Charles left the project, and thanks to Alan who continued to manage the project in a professional way.

Sustainability of the project's results? Ian introduced his vision on this for PCs.

Do the non EU partners' talented and hard working staff have the necessary knowledge and skills?

Are the EU partners no longer needed? Should we continue collaborative network?

Will the non-EU partners quality suffer from:

- Professional isolation?
- Institutional isolation?
- Inadequate financial support?

Management meeting participants shared their opinions on these issues. It was agreed that for sustainability it is necessary to have a good teaching staff with degrees, and this is a reason to continue the project and to apply for a new one with doctoral level studies.

Anna Maria mentioned that Erasmus Mundus is totally different from Tempus.

Ian – brought some examples from Scandinavian approach.

Ellie, Ian, Tony, and Mario described doctoral studies mechanisms in UK and Europe, made comparisons with US system.

Regarding possible cooperation in doctoral studies project preparation it was agreed that Anna Maria and RGU will led this process, and Simon will act as a key person in this new endeavour.

Anna Maria presented her project idea 'Networked educational strategies and training with open resources'. She presented 3 pillars: OER, Internship, and Best Practices and Innovative Curriculum.

It was agreed that Anna Maria will led in this project.

Elli Georgiadou presented a material 'Quality Matters'. She outlined various aspects f 'Quality', such as quality perspectives, Quality and added value,

10 Closure.

a. Any other business. Nothing.

Alan Hopkinson (Chairman)

Tigran Zargaryan (Secretary)