



Information Literacy Module Working Group (ILMWG) Meeting Sarajevo, Bosnia & Herzegovina, July 28th-31st 2015

Agenda

Date: Wednesday 29th July 2015:	
10.30AM-1.15PM	ILMWG meeting (Partners Presentations on Tempus equipment and online IL modules).
2.15APM-3.45PM	ILMWG meeting
4.15-6.00PM	ILMWG meeting

Date: Thursday 30th July 2015:	
10.00-11.15	ILMWG meeting
11.45AM-1PM	ILMWG meeting
2.00PM-3.30PM	ILMWG meeting
4.00PM-6.00PM	ILMWG meeting results- final summing up.

1. Address by the Chair of the ILMWG.
2. Minutes of previous meeting
3. Partners presentations on Tempus equipment and IL modules- plans for rollout/promotion of the modules, training implementation and embedding of the modules into University course including after project lifetime- Sustainability
4. Tempus budget- an important discussion on Tempus budget- a representative from each partner must outline any concerns/issues they have about the Tempus budget- are there underspends for example? **Are there concerns in their University about how to use the remainder of their budget before the end of the Project? Are all staff budget categories being utilised and if so why not? Staff costs? Travel costs and costs of stay? Equipment? Printing and publications? Other costs?**
5. FINAL REPORT on the implementation of the project to the EACEA (**DUE Two months after the end of the eligibility period- mid December 2015**).
6. Internal LIT Project Reports (as aid to completing FINAL REPORT)
7. Timeline for approval of guidelines and IL programmes (See Deliverable no. 15), Implementation of IL programs (See Deliverable No. 13) and IL programme rollout (See deliverable no. 14).- An update from each partner on the progress on these issues.

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8. Planning the coordination, timetabling and physical rollout of all IL programs (Including after the lifetime of the Project- Sustainability)
9. Project monitoring, Evaluation & the Evaluation Working Group (deliverable no 16- led by Manolis Koukourakis University of Crete & Elli Georgiadou Middlesex University). An update from Manolis Koukourakis/Elli Georgiadou including update on the **Final Quality Plan**
10. Deliverable no. 17: Lasting monitoring of IL programmes
11. Deliverable no. 19: Dissemination of the project steps
12. Deliverable no. 21: Dissemination of the project results
13. Deliverable no. 22 International recognition of the IL program
14. Deliverable no. 23: Transfer of results
15. Deliverable no. 24: Sustainability
16. Deliverable no. 25: Western Balkan Network for IL
17. Promotion of the IL program. This refers to deliverable no. 20 (see EForm application pages 120-121).
18. Forthcoming PMC Meeting
19. Western Balkan Information Literacy Conference
20. Any other Business