

Minutes
Second Transnational Project Management Team Meeting
EINFOSE (European Information Science Education: encouraging mobility and learning outcomes harmonization)

Friday, September 1 and Saturday, September 2, 2017

University of Hildesheim, Germany
Institut für Informationswissenschaft & Sprachtechnologie

Present: Alen Doracic and Elena Mazeviciute (Böros), Thomas Mandl (Hildesheim), Polona Vilar (Ljubljana), Birgit Hörzer (Graz), Vittore Casarosa (Pisa), Kornelija Petr Balog (Osijek) and Tatjana Aparac-Jelušić. Next day Salvatore Ruggieri (Pisa) joined the team.

Friday, September 1

The PMT meeting started at 17:00 and ended at 19:25.

After coordinator's introductory words and proposal of the Agenda (attached) the first session (Review of project's coordinator activities) started at 17:15. It dealt with organizational issues of the whole project. In her presentation T. Aparac-Jelušić talked about documents prepared and approved and she also presented a draft version of the Project Management plan which needed to be discussed and approved. After discussion it was agreed to distribute the draft document to all members of the PMT and that comments and suggestions for improvement should be sent to coordinator by September 10. She also presented Interim report stressing that she was able to upload all answers and declaration of honour on time. All present members/representatives of the PMT discussed than the Google docs. It was necessary to remain everyone to upload all documents that prove project's teams activities. EINFOSE Platform was discussed by the use of screen shots because of the weak internet connection. It was agreed that each Course coordinator should pay attention to: a) students evaluation b) teachers comments and suggestions c) suggestions related to the improvement of the Platform's feacures after Barcelona team presents its task (Evaluation Framework) which is behind the schedule.

Second session which started at 18:30 was devoted to partners' reports on activities taken in each team. PMT members agreed to upload their reports under management session on Google docs. It was concluded that all activities are in the line with the project's Time line except for Barcelona team which failed – due to some unfortunate situations – to fulfil their tasks. Quit an amount of time was spent on discussion how to overcome this situation.

Following the Risk Management plan it was agreed that T. Aparac-Jelušić, as a project's coordinator, should approach Angel Borrego, Barcelona team coordinator, explain that other teams depend upon each partner's work and task him to explain how they intend to work during the continuation of the project. It was also agreed that we should ask Serap Kurbanouglu who was not able to participate at the PMT meeting if she agrees with such an agreement. As the second Multiplier event planned for June 29-30

2017 had to be cancelled due to the missing participants, Barcelona team should declare their position: do they intend to organize this event in October or should some other partner take over their task.

The problem with partner institutions official names was emphasised which causes lower visibility on internet. A. Doracic suggested that we use institution names in English first and

in official language of the partner.

During the Dinner discussion continued in a friendly and inspiring atmosphere.

Saturday, September 2

The morning session started at 9:00 and ended at 13:30.

The first part of the meeting was devoted to discussion about the ESSIS 2017. T. Mandl prepared detailed information about the ESSIS. 25 students were involved from all partner institutions, except Ljubljana, and plus student from Korea who are involved in exchange programs in Graz and Hildesheim. Despite unfortunate circumstances with the hotel that was closed down on the last day of the School and no internet connection, the plan was completely fulfilled and students socialize more than it was hoped for. It was stressed that there was too much work on the first days of the school and that social event should be planned for the first or second day to allow students and teachers to get closer. B. Hörzer expressed her impression that had there been no IS students, other students would not be able to solve group work. This was accepted as a very good suggestion for the next ESSIS. E. Mazeviuze, and earlier M. Žumer and C. Schlögle, expressed their view that 4 courses are too many for ESSIS. P. Vilar came up with a proposal for some topics for example, (introduction to IS, organization of information, bibliometrics, users, evaluation). T. Aparac-Jelušić suggested the change of course coordinators for the next ESSIS.

In conclusion, all PMT members agreed that a) more attention should be paid to the Course content, allowing more exercises and less lectures as expressed by students; b) knowledge organization issues should be present to students on the first day of the ESSIS 2018; c) all teachers should upload students reports on Dissemination folder on Google docs, when these are done; d) all teachers should be able to stay for the whole week to be able to listen to colleagues and learn from each other; e) the ESSIS schedule should be flexible enough to allow teachers to have at least one hour every evening for discussion; f) all courses which are on EINFSE Platform should be studied by each member of the teams to allow suggestions for improvement and better organization of the content; g) too much concentration was on LIS. In the continuation of the discussion K. Petr Balog talked about the selection process of students for the Summer School. She and her colleagues noticed that for some students language barriers were the main reason for not applying. Böros and Ljubljana had similar experience.

The PMT concluded that basic information about the ESSIS and its content should be prepared for prospective students. She also stressed that evaluation questionnaire was prepared by Osijek team after they realized that Barcelona had not suggested how to approach students' satisfaction.

Fifth session was devoted to preparations for the Third Multiplier Events and Fourth Transnational Project Meeting in Boros, October 2017. Overview of ongoing activities was prepared by Alen Doracic and Serap Kurbanoglu. So far there are 16 participants confirmed, the program was set up. A. Doracic talked about financial issues and difficulties caused by the expensive accommodation and travel in Sweden which overcome the budget. Having Transnational Project meeting at the end of the ME 4, we will be able to cope somehow but additional money is needed to cover all costs.

Sixth session was about preparations for Fifth Transnational Project Meeting in Ljubljana (April, 2018) and Summer school in Graz (July, 2018). Short reports were prepared by M. Žumer and C. Schloegl and presented by P. Vilar and K. Hörzer. P. Vilar talked about important topics that need to be approached in course of the preparation of Recommendations.

She suggested career opportunities, entry requirements, competences. In the first analysis of the undergraduate programs in partner institutions – done by M. Krtalic – it was obvious that there are many differences between departments. It was decided to have Transnational meeting in Graz as planned from the beginning during the second ESSIS.

The ESSIS 2018 will be held in Graz, July 2 – 6 and Graz team is ready to start preparations.

The last session was about preparations for International Symposium in Pisa, September

2018. The short report was prepared by S. Ruggieri. First call was already disseminated in

June 2017 and now the team is working on the Second call. Key note speakers are confirmed.

After the discussion it was agreed: a) the new plan for submission of contributions will be

prepared following suggestions S. Kurbanoglu sent; b) the Second call should be widely

distributed on mailing lists (IFLA – M. Žumer and A. M. Tammaro), Eblida (T. Mandl), ECIL

(P. Vilar and S. Kurbanoglu), ASIST (T. Aparac-Jelusic), LIDA (S. Faletar Tanacković); c)

flyer should be also prepared by Osijek and Pisa team, and S. Faletar Tanacković should

coordinate; d) list of Programme Committee members should be extended; e) information of

the student scholarship should be prepared (T. Aparac-Jelušić and S. Ruggieri); sponsor

should be approached (T. Aparac-Jelušić will contact M. Matošić and Pisa team will name the

Sponsor chair in October; f) reviewers should be informed about twofold procedure – review of

the extended abstracts and final proposals)

Before the official closure under Other we talked about dissemination of information of ongoing EINFOSE activities at different international and domestic conferences.