

Meeting: Project Management Committee
Date of Meeting: 26/02/2019

Minutes Prepared By: Zrinka Drmić

1. Purpose of Meeting

- Introduction on work activities to WP 7
- Draft of communication and visibility plan
- Discussion on web page construction

2. Attendance at Meeting
Members of PMC

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3. Agenda

1. Introducing of work package members
2. Introducing of activities related to WP7
3. Discussion about communication and visibility plan



4. Discussion about web page outlook
5. Conclusion

4. Meeting Notes, Decisions, Issues

All work package members introduced their Universities and their research interests. Zrinka Drmić, PhD gave presentation about communication and visibility plan for the project "Harmonization and Innovation in PhD Study Programs for Plant Health in Sustainable Agriculture - HarISA". She explained which activities have to be accomplished for all partner institutions. Discussion about dissemination objectives and all further activities related to construction of web page. The presentation is an integral part of these Minutes.

- WP 7 members agreed on communication among members by e-mail and skype
- WP 7 members agreed on GDPR rules
- WP 7 members agreed to ensure project visibility on their official faculty and university web pages
- WP 7 members agreed about dissemination objectives
- WP 7 members agreed to finish communication and visibility plan till end of April
- WP 7 members agreed to create web page till end of April

5. Action Items

Action	Assigned to	Due Date
• All partners will send contact information of the person nominated for WP 7 leaders	All	01/03/2019
• WP leader Zrinka Drmić, PhD shall send Minutes to all Partner institutions on review	WP 7 leader	01/03/2019
• All partners shall send comments and/or corrections on Minutes to the WP leaders	All	15/03/2019
• All partners shall send the dissemination plan to WP leaders	All	31/03/2019
• All partners shall send information of their Universities for web page creation	All	10/03/2019
• All partners shall send information about University members included in project for web page creation	All	10/03/2019
• Web page release	WP leaders	End of April

Meeting was concluded at 15:30 pm.

WP 7 leader:

Zrinka Drmić, PhD