



## MINUTES OF THE WP4 MEETING

<b>Meeting:</b>	<b>WP4. Establishment of Diagnostic and Training Hubs (DTHs)</b>
<b>Date of Meeting:</b>	28/10/2019, Belgrade
<b>Minutes kept by:</b>	Arnela Okić (UNSA)
<b>WP leaders</b>	Dr Dimitrios Tsitsigiannis (AUA) and Dr Magdalena Cara (AUT)

### 1. Purpose of Meeting

- Evaluate the applications
- Discuss and propose improvements related to the type and performance of the proposed equipment for each PI
- Select the best candidates for each specific area
- Discuss the justification letter for EACEA.

### 2. Participants

Dimitrios Tsitsigiannis (AUA), Magdalena Cara (AUT), Rita Milvia de Miccolis Angelini (UNIBA), Fuad Gaši (UNSA), Igor Pajovic (UoM), Bojan Konstantinović (UNS), Milan Ivanović (UB), Ivan Juran (FAZ), Mladen Zovko (SVEMO), Karolina Vrandečić, (PFOS), Arnela Okic (UNSA), Enslemvera Zake (UNIKO), Florinda Zegullaj (UNIKO)

### 3. Agenda

- Appointment of the Minute-taker Secretary of the WP4 Meeting - Belgrade
- Discussion on the applications for the equipment purchase
- Selection of the best candidates to purchase equipment for each specific area
- Defining action plan for equipment purchase.

### 4. Meeting notes, decisions, issues

The meeting of WP4 started at 10:00 am, according to the program of the 3rd meeting of the project "Harmonization and Innovation in PhD Study Programs for Plant Health in Sustainable Agriculture – HarISA". The meeting was chaired by WP4 leaders Dr Dimitrios Tsitsigiannis and Dr Magdalena Cara. They appointed Mrs Arnela Okic as the Minute-taker Secretary for the WP4 meeting.

Dr Dimitris Tsitsigiannis started the meeting with a short presentation entitled “Establishment of Diagnostic and Training Hubs (DTHs)” pointing out the objectives of WP4 and further discussed the need for plant disease diagnostics. He created and presented a list of equipment that every Plant diagnostic laboratory should have.

WP4 co-leader Dr. Magdalena Cara emphasized the need for a good justification of the proposed equipment and suggested that every PI should include a list of indicators as criteria for project progress, success and sustainability. As an indicator she suggested the number of students and young researchers that will use the equipment.

Apriory to the meeting in Belgrade, every PI had to propose a list of equipment that they intend to purchase with a detailed justification. The applications for each PI were discussed in detail and improvement were proposed.

Suggestions for each PI are as follows:

- AUT – identify equipment and adjust justification in accordance with the proposed equipment.
- UNKO – to improve the list of proposed equipment with indicated market prizes and to clarify the justification.
- UNSA – to clarify parts of the justification (lack of equipment, green lab) and to correct the list of equipment (separate items, exclude pipettes)
- SVEMO – WP 4 leader suggested the procurement of equipment for molecular diagnostics instead of a fluorescence microscope and to adjust the justification
- UB – to correct the list of IT equipment and include a detailed justification for the software.
- UNS – clarify the focus on entomology in the justification
- UoM – adjust the equipment list and justification.

On the matter of the proposed equipment and justifications, WP4 members concluded the following:

- All equipment needs clear justifications connected with the teaching process
- All Pis have to include indicators in their justifications
- The justification should include a general explanation and a few sentences for each proposed equipment
- If possible, each PI should reference the strategic plan of the Faculty

Project coordinator Dr. Renata Bažok joined the WP4 Meeting and briefly explained the Erasmus + rules and answered a few questions regarding the procurement of some specific equipment. She explained the need for a detailed justification in order to gain approval from EACEA as soon as possible. WP 4 members defined the action plan for equipment purchase.

