



Tempus

Project reference number – 543929-TEMPUS-1-2013-1-LT-TEMPUS-JPGR

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***MODERN INFORMATION SERVICES FOR  
IMPROVEMENT STUDY QUALITY (MISISQ)***

**MEETING MINUTES**

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Meeting Date: 15-16 January, 2015

Meeting Location: Riga, Latvia

Approval: 15-16 January, 2015

Recorded By: Lijana Lunskutė

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## 1 ATTENDANCE

Name	Title	Organization	E.mail
Meilė Kretavičienė	Tempus Project Manager; Director, Library & Information Center	Lithuanian University of Health Sciences, LT	<a href="mailto:Meile.Kretaviciene@ismuni.lt">Meile.Kretaviciene@ismuni.lt</a>
Lijana Lunskutė	Tempus Project Administrator; Deputy Director for Infrastructure and General Affairs, Library & Information Center	Lithuanian University of Health Sciences, LT	<a href="mailto:Lijana.Lunskute@ismuni.lt">Lijana.Lunskute@ismuni.lt</a>
Daiva Jurksaitienė	Tempus Project Information Specialist; Head of the Information System Department, Library & Information Center	Lithuanian University of Health Sciences, LT	<a href="mailto:Daiva.Jurksaitiene@ismuni.lt">Daiva.Jurksaitiene@ismuni.lt</a>
Afatin Igor	Deputy Director for Automation & Network Activities	Alecu Russo Balti State University, MD	<a href="mailto:iga_ike@mail.ru">iga_ike@mail.ru</a>
Niculita Ana	Methodist Coordinator, Development Programs unit, Department of International Relation and European Integration	State University of Medicine and Pharmacy "N. Testemitanu", MD	<a href="mailto:aniculita82@gmail.com">aniculita82@gmail.com</a>
Lupu Viorica	Deputy Director of Republican Scientific Agricultural Library	State Agrarian University of Moldova	<a href="mailto:v.lupu@uasm.md">v.lupu@uasm.md</a>
Gudima Ana	Head of Multimedia Center of Library	Academy of Economic Studies of Moldova	<a href="mailto:gudimana@gmail.com">gudimana@gmail.com</a> <a href="mailto:gudimana@lib.ase.md">gudimana@lib.ase.md</a>
Krauze Sarmīte	Deputy Director of Scientific Library	Riga Technical university, LV	<a href="mailto:sarmite.krauze@rtu.lv">sarmite.krauze@rtu.lv</a>
Janbicka Aija	Director of Scientific Library	Riga Technical university, LV	<a href="mailto:aia.janbicka@rtu.lv">aia.janbicka@rtu.lv</a>
Görögh Edit	Project Manager	Library of University of Debrecen, HU	<a href="mailto:editg@lib.unideb.hu">editg@lib.unideb.hu</a>
Dr. Virágos Márta	Head of Life Science Library	Library of University of Debrecen, HU	<a href="mailto:marta@lib.unideb.hu">marta@lib.unideb.hu</a>
Robu Ioana	Director of Library	"Iuliu Hatieganu" University of Medicine and Pharmacy, RO	<a href="mailto:irobu@umfcluj.ro">irobu@umfcluj.ro</a>
Ciubrei Silvia	Deputy Director of Scientific Medical Library	State University of Medicine and Pharmacy "N. Testemitanu", MD	<a href="mailto:silvia.ciubrei@usmf.md">silvia.ciubrei@usmf.md</a>
Karnaeva Liubovi	Director of Scientific Medical Library	State University of Medicine and Pharmacy "N. Testemitanu", MD	<a href="mailto:liubovi_karnaeva@yahoo.com">liubovi_karnaeva@yahoo.com</a> <a href="mailto:liubovi.karnaeva@usmf.lt">liubovi.karnaeva@usmf.lt</a>
Larisa Levinoka	Scientific Library	Riga Technical university, LV	
Christian Motovsky		ExLibris Ltd/Israel	

## 2 MEETING LOCATION

Building: Scientific Library of Riga Technical University, Paula Valdena st. 5, Riga, Latvia

Room: No. 303

## 3 MEETING START

Meeting Schedule Start: 10:00, 15 January, 2015

Meeting Actual Start: 10:00, 15 January, 2015

Meeting Scribe: Lijana Lunskutė

## 4 AGENDA

**Thursday-Friday 15-16 January, 2015**

- **Report of the project activities during year 2014.** Meilė Kretavičienė, Liubovi Karnaeva
- **WP1 LIS implementation plan for 2015.** Daiva Jurkšaitienė, Christian Motovsky
- **Discussion on WP1 activities**
- **WP2 e-repositories implementation plan for 2015.** Dr. Virágos Márta
- **Discussion on WP2 activities**
- **Ideas and plan for WP3 2016: Information literacy.** Ioana Robu
- **Practical information on project documentation and reports.** Lijana Lunskutė
- **Resolutions**
- **Project material publicity questions**
- **Meeting results review**

## 5 MEETING END

Meeting Schedule End: 15:00, 16 January, 2015

Meeting Actual End: 15:00, 16 January, 2015

## 6 DECISIONS MADE

- **Report of the project activities during year 2014**

- Meilė Kretavičienė presented all partners project activities:

Meilė Kretavičienė: Implementing the MISISQ project WP1 "Creation of e-Libraries for Moldova universities" two open public procurement tenders were organized by project coordinator. The first one was to buy Library information system licenses and install software for 7 Moldova universities (Equipment line). The winner (*ExLibris Ltd/Israel*) was chosen from 3 participants according to the economic efficiency public procurement methodology. Other participants were *Monguz* (Hungary) and *BibLibre* (France). The price of software is much higher than we expected. The project budget was rewiced.

Another tender was organized to subcontract the specific tasks, which cannot be performed by project partners (Other costs line) because of very specific and sophisticated skills requirement to maintain Library information system for partner consortia. Tree participants took part at the tender: *Monguz* (Hyngary), *ExLibris* (Israel) and *BibLibre* (France). The winner has been chosen *ExLibris* according tender economic efficiency methodology.

The International Tendering procedure for hardware and software was very difficult and taking very long time. Due to strong competition by Library information system (LIS) providers worldwide the open international tender to acquire LIS for Moldova partners has been stopped and deadlines were prolonged several times according to complains of tender participants. According to EU and Lithuanian Public Procurement law it is required to stop tender if there are complaints from participants, and announcer must answer, clarify all conditions of tender.

We hope that contract will be signed soon and project partners will catch up on lost time.

- Liubovi Karnaeva presented Moldovan Universities activities.

Liubovi Karnaeva: We analyzed our needs and we are satisfied with chosen LIS. We created website and logo for MISISQ project. We will have more information in our web site when we will have more activities. We made Promotional material. We have created project work groups in every partner university. We made presentations and articles for project dissemination. You can find it in our project website. Our university bought two servers for LIS.

Márta Virágos: Could we get MISISQ logo?

Liubovi Karnaeva: O.K. we will send it to you.

Márta Virágos: You said you bought too servers. Is it for all 7 universities?

Liubovi Karnaeva: Yes. It will be one server for Aleph another one for Primo.

- **WP1 implementation plan for 2015**

- Daiva Jurkšaitienė presented WP1 implementation plan for 2015 (annex 1)
- Christian Motovsky (*ExLibris Ltd/Israel*) presented LIS implementation plan.

Christian Motovsky: Aeph 22 will be installed.

- **Discussion on WP1 activities**

- **WP2 e-repositories implementation plan for 2015**

- Marta Viragos presented WP2 e-repositories implementation plan for 2015 (annex 2)

Marta Viragos: I suggest to organize a workshop WP2 in Debrecen in September Training on content management and access management.

- **Discussion on WP2 activities**

- **WP3 Information literacy implementation plan**

- Ioana Robu presented ideas and plan for WP3 2016 Information literacy (annex 3)

Larisa Levinoka from the RTU library and member of the WP 3 joined our meeting in the afternoon.

- **Practical information on project documentation and reports.** Lijana Lunskutė presented practical information on project documentation and reports.

Lijana Lunskutė:

According our Agreement the coordinator may, in agreement with the beneficiaries, when carrying out the action, adjust the estimated budget by transfers between categories of eligible direct costs, provided that this adjustment of expenditure does not affect the implementation of the action and the transfer between categories does not exceed 10% of the amount of each category of estimated eligible direct costs for which the transfer is intended, and without exceeding the total eligible costs indicated in Article I.3. (a) of the Grant Agreement.

All partners must co-finance at least 10% of the total eligible costs (from the partnership's own resources).

Equipment is intended exclusively for Partner Countries - Moldova universities, where it must be installed as soon as practically possible. The equipment must be recorded in the inventory of the university where it is installed. This university is the sole owner of the equipment. All

equipment purchased by the project shall comply with the rule of origin and shall therefore originate from any EU Member State or from an eligible country (as defined in the relevant EU Regulations).

For the purposes of any financial evaluation and/or audit, beneficiaries will have to be able to justify / prove the declared staff costs are "identifiable and verifiable, in particular being recorded in the accounting reports of the beneficiary" (see art.II.19.1, Annex VI, of the Grant Agreement)

- **Resolutions**

Action	Assigned To	Deadline
All partners were aware with MISISQ project activities during year 2014. Reports of the project activities were approved	M.Kretavičienė, LT L.Karnaeva, MD	15 January, 2015
All partners were aware with modified project budget. Modified project budget was approved	M.Kretavičienė, LT	15 January, 2015
D.Jurkšaitienė presented WP1 implementation plan (annex 1). WP1 implementation plan was approved	D.Jurkšaitienė, LT	15 January, 2015
Prepare WP1 training material (ppt, pdf)	S.Krauze, LV D.Jurkšaitienė, LT	5 March, 2015
To organize WP1 module training for 14 librarians, 2 from each partner library of Moldova. One of them must be system librarian, it is mandatory. Training will be held in LUHS	S.Krauze, LV D.Jurkšaitienė, LT	15-17 April, 2015
Responsible for servers' preparing for the remote connections and installation	Igor Spalatu, MD	29 January, 2015
Servers will be ready for Aleph and Primo installation	S.Grignonis, LT	4 May, 2015
Preparing training material for servers configuring for WP1, remote consultations	S.Grignonis, LT	
Responsible for general ALEPH settings in Moldova libraries	S.Ciubrei, MD	
Preparing questionnaire, distribution and summarizing of responses after WP1 training Modules	S.Krauze, LV	
Preparing specification for users and other libraries' data for WP1	I.Afatin, MD	
WP1 remote consultations	S.Krauze, LV D.Jurkšaitienė, LT	
Printing/copying WP1 training material	S.Krauze, LV D.Jurkšaitienė, LT	
WP1 Training material uploading to MISISQ web page	S.Ciubrei, MD	
Preparing/translating training material for Moldova Libraries' users PRIMO (Web OPAC)	L.Karnaeva, MD	
Short trainings for Moldova Libraries' users PRIMO (Web	L.Karnaeva, MD	

OPAC)		
PRIMO (Web OPAC) training material uploading to MISISQ web page	S.Ciubei, MD	
Questionnaire preparing, distribution and summarizing of responses after PRIMO (Web OPAC) trainings for Moldova Libraries' users	L.Karnaeva, MD	
Preparing ALEPH reports for quality control	All partners	Every month
Project report for WP2 and implementation plan for 2015 (annex 2) was approved	Dr. Virágos Márta, HU	15 January, 2015
Preparation of Questionnaire WP2	Dr. Virágos Márta, HU	27 February, 2015
Distribution of survey WP2	Dr. Virágos Márta, HU	9 March, 2015
Evaluation of survey WP2 results, discussion with partners, and preparing a report	Dr. Virágos Márta, HU	April, 2015
Setting up installation process, choosing method of installation WP2	Dr. Virágos Márta, HU	May, 2015
Installation and developing a beta version	Dr. Virágos Márta, HU	August, 2015
Workshop WP2 in Debrecen in September. Training on content management and access management	Dr. Virágos Márta, HU	September, 2015
Project WP3 implementation plan for 2016 (annex 3) was approved	Ioana Robu, Ro	15 January, 2015
Contact all WP3 members to start activities	Ioana Robu, Ro	30 January, 2015
Analyze level of information literacy and info lit. needs of Moldovan academic community involved in project. Design survey to identify info lit. status and needs. Finalize and distribute survey – deadline 1 May 2015. Collection and analysis of responses	Ioana Robu, Ro	1 June 2015
Identify the 14 trainers WP3 with the help of Moldovan partners and contact them to check their willingness to participate, teaching and communication skills, level of English etc.	Ioana Robu, Ro	15 June, 2015
Outline the content of education program for WP3	Ioana Robu, Ro	1 September, 2015
Make decisions regarding the educational materials and their forms of presentation	Ioana Robu, Ro	1 September, 2015


Make timeline, decide on the dates of face-to-face teaching modules WP3, as well as location	Ioana Robu, Ro	
Prepare full report of detailed WP 3 activities – information literacy training plan - to be presented and submitted in the project meeting in September	Ioana Robu, Ro	1 September, 2015
To make payment for Staff costs of WP1 – 735 hour and WP7 – 150 hour and Indirect costs (for this meeting) for LV partner to university account	LUHS	2 February, 2015
All partners were aware with main requirements of MISISQ project Grant Agreement, Annexes, Guidelines for the Use of the Grant, Staff Convention, Time-Sheet (template), Individual Mobility Report, Report forms, frequently asked questions on project management	L.Lunskutė, LT	15 January, 2015
Equipment is intended exclusively for Partner Countries - Moldovan universities, where it must be installed as soon as practically possible. The equipment must be recorded in the inventory of the university where it is installed. This university is the sole owner of the equipment.	L.Karnaeva, MD	As soon as possible
All equipment purchased by the project shall comply with the rule of origin and shall therefore originate from any EU Member State or from an eligible country (as defined in the relevant EU Regulations)	L.Karnaeva, MD	As soon as possible
To co-finance about 40.000,00 EUR of Equipment Costs	L.Karnaeva, MD	30 September, 2016
To reimburse Costs of stay and Travel costs of this management meeting for HU and RO partners to participants personal accounts	LUHS	After all required documents received
Payments to Partners' universities accounts	LUHS	According to the project tasks expected to do
Making and sending to Coordinator (LUHS) implementation and financial reports	All partners	Every month

## 7 NEXT MEETING


Next Meeting: Workshop in Lithuania 15-17 April, 2015.

Management & Coordination meeting in Moldova, September, 2015

Approval Date: 16 January, 2015

  
 Lietuvos sveikatos mokslų universitetas  
 Biblioteka ir informacijos centras  
 Direktorė  
 Meilė Kretavičienė

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 Project administrator  
 Direktorės pavaduotoja  
 bendriesiems ir ūkio reikalams  
 Lijana Lunskutė







## WP.1 Creation of e-Library for Moldova Universities (2015)

### Work group

1. Daiva Jurkšaitienė (DJ), group leader, LT
2. Sarmīte Krauze (SK), LV
3. Oksana Zaiceva (OZ), LV
4. Silvia Ciubrei (SC), MD
5. Igor Afatin (IA), MD

### Work plan

1. Preparing training material (ppt, pdf)
  - 1) Acquisition + Serials – responsible Sarmite Krauze (LV)
  - 2) Cataloguing + MARC21 - responsible Sarmite Krauze (LV)
  - 3) Circulation - responsible Sarmite Krauze (LV)
  - 4) Administration – responsible Daiva Jurkšaitienė (LT)
  - 5) PRIMO – responsible Daiva Jurkšaitienė (LT)

Training material will be prepared till March 2-5, 2015.

2. Module training:
  - 1) Acquisition + Serials – responsible Sarmite Krauze (LV)
  - 2) Cataloguing +MARC21 – responsible Sarmite Krauze (LV)
  - 3) Circulation – responsible Sarmite Krauze (LV)
  - 4) Administration – responsible Daiva Jurkšaitienė (LT)
  - 5) PRIMO – responsible Daiva Jurkšaitienė (LT)

Trainings will be held in Kaunas University of Health Sciences (LUHS) in 14-16 of April.

Decided that it should participate 14 librarians, 2 from each library – mandatory that one of them would be system librarian.

3. Preparing servers for Aleph and Primo:
  - 1) Installation, configuration – responsible Saulius Grigonis (LT)

- 2) Client installation, configuration and user creation in LUHS and RTU Libraries for monitoring and quality assessment – responsible Saulius Grigonis (LT)
- 3) Preparing training material for servers configuring and – responsible Saulius Grigonis (LT)
- 4) IT specialist for servers support trainings – responsible Saulius Grigonis (LT)
- 5) Remote consultations – responsible Saulius Grigonis (LT)

Responsible in Moldova for the servers preparing for the remote connections and installation – Igor Spalatu

Servers will be ready for the remote installations till January 26-29, 2015.

Servers will be ready for the LIS installation till May 4, 2015.

4. General ALEPH settings – responsible Silvia Ciubrei (MD)
5. Questionnaire preparing, distribution and summarizing of responses after training modules – responsible Sarmite Krauze (LV)
6. Preparing specification for users and other libraries data – responsible Igor Afatin (MD)
7. Remote consultations - responsible Daiva Jurkšaitienė (LT) and Sarmite Krauze (LV)
8. Discussions by skype, forums on LIS all work group members
9. Publicity of training material:
  - 1) Printing/copying training material – responsible Daiva Jurkšaitienė (LT) and Sarmite Krauze (LV)
  - 2) Training material uploading to MISISQ web page (MD) - responsible Silvia Ciubrei (MD)
10. Trainings for Moldova Libraries users:
  - 1) Preparing/translating training material for Moldova Libraries users PRIMO (Web OPAC) – responsible Liubovi Karnaeva (MD)
  - 2) Short trainings for Moldova Libraries users PRIMO (Web OPAC) responsible Liubovi Karnaeva (MD)
  - 3) PRIMO (Web OPAC) training material uploading to MISISQ web page (MD) - responsible Silvia Ciubrei (MD)
  - 4) Questionnaire preparing, distribution and summarizing of responses after PRIMO (Web OPAC) trainings for Moldova Libraries users - responsible Liubovi Karnaeva (MD)
11. **Quality control: Monitoring and testing of LIS (WP.4)**
  - 1) Preparing ALEPH reports for quality control (every month/quarter) – responsible all partners (LT, LV, MD)
  - 2) Interim and final result report – responsible all partners (LT, LV, MD)

✓ 3 rd. meeting on 33 month of the project will be given for the final results summarizing.

✓ LIS Study tour 4 days (2 day each) – will occurred after the LIS installation (partial and full) in Moldova partner Libraries.

## WP.2. E-repositories implementation plan for 2015

1. Dr. Virágos Márta, group leader, HU
2. Edit Görögh, HU
3. Ana Gudima, MD
4. Viorica Lupu, MD
5. Daiva Jurkšaitienė, LT

### Work plan

#### Main objectives:

1. Analysis the present situation of e-publishing and archiving methods and techniques in the Moldovian higher education and research institutions,
2. Identifying the needs of the member institutions concerning the content and technical management of an institutional repository,
3. Organizing seminar about the main questions of an institutional repository,
4. To set up the technical requirements of the appropriate institutional repository (defining local requirements),
5. To set up the content of the repositories,
6. To choose and install open source digital repository software,
7. To train the members institutions staff to manage and administrate the workflow,
8. To prepare documentation for usage, advocacy, copyright management
9. To train staff and users,
10. Feed back and quality control.

<b>Phase 1.</b>	<b>Technical infrastructure</b>	
Section 1.	Preparation and distribution of survey <ul style="list-style-type: none"> <li>• Mapping out present repository situation</li> <li>• Where are document stored at participating institutions?</li> <li>• Is there a plan for a central repository or for separate institutional databases?</li> </ul>	30 h
	Consultation	10 h

Section 2.	Evaluation of survey results <ul style="list-style-type: none"> <li>Identifying demands and requirements</li> </ul>	20 h
	Preparing a report on results and decisions (English)  Wiki with results	30h
Section 3.	Selection of software <ul style="list-style-type: none"> <li>Survey of existing infrastructure</li> <li>Identifying demands</li> <li>Technical specifications</li> </ul>	80 h
	Installation of chosen software	120 h
	Training (usage and customization)	40 h
<b>Phase 2.</b>	<b>Content management</b>	
Section 1.	Survey on demands of content development <ul style="list-style-type: none"> <li>What type of documents is planned to be stored?</li> <li>Is there any digital collection planned to be included?</li> </ul>	30 h
	Evaluation of results and report	20 h
	Consultation	10 h
Section 2.	Planning of collections <ul style="list-style-type: none"> <li>content specifications</li> </ul>	40 h
	Consultation	20 h
<b>Phase 3.</b>	<b>National and international standards</b>	
Section 1.	Metadata structure (Dublin Core, OAI-PMH) Controlled vocabulary thesaurus	30 h
	Consultation	20 h
Section 2.	Access issues: open access, data mining, rights of access	
	Preparation of report Training	

**Survey 1.**

**1) Do you have an institutional repository?**

- yes
- no

**2) If you have a repository, what kind of repository software do you use?**

- own development
- DSpace
- EPrints
- Fedora
- GreenStone
- other, namely:

**3) What research information resources do your users use to access scientific content?**

- online repositories hosted by own institution
- online repositories hosted by someone else
- ask the author of the publication
- free databases
- paid for databases (WOS, Scopus, EBSCO)

**4) What kind of devices do your researchers use to access digital content?**

- Desktop
- Tablet
- Smartphone
- Laptop

**5) Where do your users/researchers deposit scientific content? (check all that apply)**

- online repositories hosted by own institution
- online repositories hosted by someone else
- ask the author of the publication
- free databases
- paid for databases (WOS, Scopus, EBSCO)

**6) Generally what kind of authentication protocol do you use at your institution? (check all that apply)**

- Local LDAP
- Centralized LDAP
- SAML/Shibboleth
- registration connected to application (not centralized)
- other, namely: ...

7) Do you have national authentication system?

- yes
- no

8) If yes, do you use it in your institutional services?

- yes
- no

9) Would your repository be useful for researchers outside your own institution?

- yes
- no

10) What kind of content would you like to deposit in the repository ( students thesis, doctoral dissertation, research publications)

Please give us the name of your institution:

15) Contact person

- name:
- position: (optional)
- e-mail:
- phone: (optional)

## Survey 2

### Questionnaire about content

1. What type of materials is presently in the digital repository of your institute?

- a. articles (full text and metadata)
- b. articles (metadata only)
- c. books/book chapters (metadata only)
- d. theses (full text and metadata)
- e. theses (metadata only)
- f. proceedings (full text and metadata)
- g. proceedings (metadata only)
- h. working papers (full text and metadata)
- i. working papers (metadata only)
- j. primary data sets
- k. images
- l. video
- m. music
- n. other

2. With regard to (published or to be published) full text journal articles: which version is deposited:

- a. preprint version (pre-referring)
- b. post-print (i.e. final draft post-refereeing)
- c. published version (publisher generated format)

3. With regard to the availability of the full-text materials (articles, books, book chapters, theses) how are they available?
  - a. OA publicly available
  - b. OA with embargo: publicly available after a certain period of no access
  - c. Campus access: only available for users within our institute
  - d. No access: archived but not available at all
  - e. other
4. What are the main disciplines in your institution:
  - a. Humanities and social sciences
  - b. Life sciences
  - c. Natural sciences
  - d. Engineering
  - e. Other
5. Which statement best describes the work processes of depositing of materials in the repository:
  - a. self depositing by academics, quality control by specialized staff members
  - b. delivery by academics, depositing by specialized staff members
  - c. collected by staff members independent of the academics
  - d. a combination
  - e. other
6. Is a persistent identifier assigned to each document?
  - a. Handle
  - b. DOI
  - c. other
7. Which metadata standards are followed with your digital repository:
  - a. archival metadata
  - b. Dublin Core (qualified)
  - c. Dublin Core (unqualified)
  - d. ONIX
  - e. print-on demand metadata
  - f. other
8. Which statement best describes the subject indexing of your digital repository:
  - a. freely assigned keywords (in the language of the country)
  - b. freely assigned keywords (in the language of the country and/or in English)
  - c. keywords or classifications according to (a)standardized system(s) (in the language of the country)
  - d. keywords or classifications according to 8a) standardized system(s) (in the language of the country and/or in English)
9. Is a unique identifier assigned to each author?
10. Question about services
  - a. researcher evaluation
  - b. statistics
  - c. generated publication list
  - d. printing-on-demand

**MISIQ Meeting, Riga, 15 January 2015****WP 3 Information Literacy****Work plan:**

- IR contact all WP 3 members by the end of January 2014 to start activities
- Analyze level of information literacy and info lit. needs of Moldovan academic community involved in project
  - o Design survey to identify info lit. status and needs
  - o Finalize and distribute survey – deadline 1 May 2015
  - o Collection and analysis of responses – deadline 1 June 2015
- Identify the 14 trainers with the help of Moldovan partners and contact them to check their willingness to participate, teaching and communication skills, level of English etc. – deadline 15 June 2015
- Outline the content of education program – deadline 1 September 2014
- Make decisions regarding the educational materials and their forms of presentation – 1 September 2015
- Make timeline, decide on the dates of face-to-face teaching modules, as well as location
- Prepare full report of detailed WP 3 activities – information literacy training plan
  - to be presented and submitted in the project meeting in September





Tempus



**Modern Information Services for Improvement Study Quality  
Project management group meeting  
15 January, 2015, Riga, Latvia**

**AGENDA**

**Meeting Place:**

**RTU Scientific Library, Street Paula Valdena 5, Riga  
Room 303**

**Thursday 15 January, 2015**

10.00-10.30	Report of the project activities during year 2014. Meile Kretaviciene, LT; Liubovi Karneva, MD.
10.30-11.00	WP1. LIS implementation plan for 2015. Daiva Jurksaitiene.LT
11.00-11.30	Coffee break
11.30-12.00	Discussions on WP1 activities
12.00-13.00	Lunch
13.00-13.30	WP2. E-repositories implementation plan for 2015. Marta Viragos, HU
13.30-14.00	Discussions on WP2 activities
14.30-15.00	Ideas and plan for WP3, 2016: Information literacy. Ioana Robu, RO
15.30-16.00	Coffee break
16.00-16.30	Practical information on documentation and reports. Lijana Lunskute, LT
16.30-17.00	Resolutions

**Friday 16 January, 2015**

10.00-11.00	Project material publicity questions
11.00-12.00	Meeting results review
12.00-13.00	Lunch
13.00-14.00	Visit at the RTU Scientific Library
14.00-15.00	Visit to the National Library of Latvia

2014 +2015 m.+2016m.

Partner Ref.No	Short name of the	Country code	Staff costs	Travel costs and costs of stay	Equipment	Printing and publishing	Other costs	Total eligible direct costs	Indirect costs	Total eligible costs	Tempus 90 proc.
1	LUHS	LT	72670	28949		4000	29000	134619	11098	145717	
2	SUMPh	MD	61210	24646	41000	23050	26400	176306	10111,92	186417,92	
3	MSU	MD	15560	9001	41000	4850	20400	90811	6356,77	97167,77	
4	TUM	MD	14060	13899	51000	2250	19400	100609	7042,63	107651,63	
5	AESM	MD	14860	9001	41000	2250	19400	86511	6055,77	92566,77	
6	USB	MD	14860	13182	41000	2250	21600	92892	6502,44	99394,44	
7	UPS "I.Creanga"	MD	14860	9001	41000	2250	19400	86511	6055,77	92566,77	
8	SAUM	MD	15210	9001	41000	2250	19400	86861	6080,27	92941,27	
9	RTU	LV	23530	23358		250		47138	3299,66	50437,66	
10	UNIDEB	HU	15756	24600		1550		41906	3633,42	45539,42	
11	UMF Cluj	RO	9114	9733		1000		19847	3000	22847	
12	INCSOM	MD	2806	20974		250		24030	624,96	24654,96	
13	MEM	MD	10000	6819				16819	477,33	17296,33	

**Total** #REF! **284496** #REF! **202164** #REF! **297000** #REF! **46200** #REF! **175000** #REF! **1004860** #REF! **70338,94** #REF! **1075198,94** #REF! **967680** #REF!



Lietuvos sveikatos mokslų universitetas  
Biblioteka ir informacijos centras  
Direktorė  
*Melė Kravčioniūtė*

**Project Management group Meeting  
14-15 January, 2015, Riga (Latvia)**

14-01-2015

**Participants**

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