

**The Education, Scholarships, Apprenticeships and Youth Entrepreneurship Programme
– EEA Grants 2014-2021**

Project No: 18-Cop-0041

Project Title: *Cooperation and partnership strategy for the enhancement of the education quality of strategic master Chemistry of Advanced Materials in line with Green Chemistry requirements – Green Chemistry of Advanced Materials*

Event host organization: NTNU partner

Event title: Transnational project meeting, TPM2

Date and place: 23th of October 2020, ZOOM platform

MINUTES PROJECT MEETING

Date: 23rd of October 2020

Time: 9.00-12.00 Oslo/10.00-13.00 Bucharest

Venue: ZOOM meeting

<https://NTNU.zoom.us/j/4133448966?pwd=cHJRZEw1bGE2Z2FUQmkvQTgrZm1hQT09>

Meeting ID: 413 344 8966

Passcode: 742036

Participants

UB group – Madalina Tudorache, Simona Coman, Octav Pavel, Cezar Ioan Marcu

NTNU group - Elisabeth Jacobsen, Kristofer Paso, Solon Oeikonopolous and Vegard Ottesen

1. Introduction

Overview of the project activity for October 2019 – October 2020

A2. Project meeting, October 2019 (TPM1)

A4. Preparation of the project website, October 2019

Update the project website, July 2020, September 2020

A5. Video meeting, June 2020, September 2020

A6. Collection the project documents, October 2019, December 2019, June 2020, September 2020

C1. Short module course - Biocatalysis, October 2019

C3. Short module course – Advanced polymers, September 2020

O1. Improved the syllabus of Catalytic Materials (master course) based on C1. Biocatalysis.

O2. E-support of the modified course in the frame of C1

O3. Selection of the master students for project mobilities

The students started the experimental work in the lab

The students developed at least one report based on their activity

O6. Si O7. Preparation of the manuscripts for publication.

We agree that the project activity followed the working plan and all the activity where performed achieving the expected results until now.

2. Visit of project monitorization (6th of August 2020)

- information on how the visit was conducted;
- strong vs. week points of our project activity pointed out;
- the agency report of the monitoring visit.

Recommendations:

- Electronic document from NTNU partner with the group members. The implication of the group members has to be specified in each case (activity, responsibility in the project activity, implication for the elaboration of the intellectual products).

NTNU will prepare the file nominating the group members and their attributions in the project activity connected with the corresponding intellectual outputs.

- Communication plan. It has to be improved adding the target groups and the responsible person with the implementation plan.

UB partner will improve the Communication plan following the recommendations.

- The website of the project MUST be improved as info and also design. Short description of the project objectives and impact in the section ABOUT. Full agenda of the activities (e.g. C1). The intellectual results and corresponding intermediary phases uploaded in the section OUTPUTS.

We agree that the website has to be redesigned in order to be more attractive. New suggestions from both partners will be welcome for performing the improvement. Bogdan Jurca (website responsible) will be contacted by Madalina and will perform the web modifications.

- Project info should be disseminated also by NTNU partner involving the post of the project info on the NTNU site. Project info must be more visible than now!

NTNU partner agreed to post the link of the project website on the faculty site. For dissemination of the project activities on the NTNU website, the corresponding info has to be provided in advanced with 1-2 weeks before the activity time.

3. Planning the project activity according with the project proposal in the actual context:

- first students' mobility (April 6th to May 5th 2021);

The partners agreed on the mobility date - April 6th to May 5th 2021.

second students' mobility (November 2021 or May 2022); May 2022 involves to prolong again the project period with 6 more months;

The period for the second students mobility was discussed. May 2022 is more convenient for NTNU partner. UB partner has to ask the agency for new prolongation of the project period (6 months more). New selection of students has to be performed for second stage of the students mobility.

- summer school (6th-11th May 2021, Trondheim);

The partners agreed on the period for the summer school - 6th-11th May 2021, Trondheim.

- course module "Nanomaterials" (C2 activity - March 2021, Bucharest);

C2 activity will be developed as face-to-face (for the moment) on 22-26 of March 2021, Bucharest, Romania.

- workshop (11th – 15th October 2021, Bucharest);

special issue – June 2021 – June 2022;

The partners agreed on the period for the workshop - 11th – 15th October 2021, Bucharest. The discussion was focused on the SI because this has to be set up in advance (journal, invitation for submissions, title of SI, ...). Before the meeting, Catalysts journal was considered as an option. During the meeting, the conclusion was to lunch a question-request for Elsevier. The main reasons are the high fee of publication in the case of MDPI house and the missing section in the project budget for publications. Elisabeth will ask the Elsevier if they will agree to be the host for such a SI.

- next project meeting (May 2021, Trondheim);

The date proposed is 12th of May 2021, Trondheim, Norway, just after the summer school. One day project meeting with the participation of minimum 2 UB members and 4 NTNU members. (TPM4)

- video meeting (January/February 2021);

The next video meeting is proposed for the 29th of January (11:00 Romanian time/ 10:00 Norwegian time) for discussing the details of the C2 activity.

- preparation of annual report (February 2021)

It was discussed what the first annual report should contain. NTNU partner will provide the financial report with the used budget and also supported by the copy of the documents. UB partner will provide a detailed financial report supported by all the original doc for financial costs. The scientific report will be prepared together by the partners. More info about how the scientific report has to look should be requested from the agency in the next period before the end of the year.

4. Website – dissemination of project website on the partners website and as much as possible on the social media.

It was discussed the way to improve the dissemination of the project activity/ objectives/ results.

UB partner will check how could disseminate the project info on the UB site and week letter.

NTNU partner will post the project website address on the faculty website.

5. Budget distribution – project economics due to online activities.

One more fellowship for student's mobility was proposed based on the saved money of UB group. NTNU partner accepted this proposal (five master students will developed their lab activity for one month in the NTNU lab).

NTNU will inform until the end of November about its intension to spend the saved money.

NTNU set up Onedrive link as virtual platform dedicated to GREENCAM project for easier exchanging the project documents between partners.

https://studntnu-my.sharepoint.com/:f/g/personal/elisabj_ntnu_no/EtE2dxkb6pxCjsKgm2GmOkoBC4i4b3ls1B5Z507CebyDaw?e=SOyPgw

Data,

Madalina Tudorache