

THERACAT Kick-Off Meeting

Date: 31st May, Barcelona, Spain

Place: Institute for Bioengineering of Catalonia (IBEC), c/ Baldiri Reixac 4-8, Tower I floor 11.

Travel: See “How to get to IBEC.pdf” attached file.

Attendees:

IBEC: Lorenzo Albertazzi, Javier Adrián.

TUE: Anja Palmans.

GRO: Gerard Roefles.

BAS: Thomas Ward.

EDI: Asier Unciti-Broceta.

TAU: Ronit Satchi-Fainaro

TEVA: Bianca Avramovitch

TAG: Marc Robillard.

BGX: Elia Lopez

Thursday 31st May

Consortium Management

10:00-10:30	Tea and Coffee.	
10:30-10:45	Roundtable introductions.	All
10:45-12:45	Roles and Responsibilities: <ul style="list-style-type: none"> • Co-ordinator (10 min): IBEC. • Beneficiaries (10 min each): TUE, GRO, BAS, EDI, TAU, TEVA, TAG, BGX. • Partner organisations (5 min each): tbc. Questions and doubts.	All
12:45-13:30	Lunch.	
13:30-15:00	Project Management: <ul style="list-style-type: none"> • General aspects. • Boards – Meetings – Web. • Recruitment. • Training Courses – Skill Modules - Secondments. Questions and doubts.	IBEC (All)
15:00-15:15	Tea and Coffee.	
15:15-18:00	Project Management: <ul style="list-style-type: none"> • Dissemination and communication actions. • Milestones alignment and deliverables. • Reporting and Financial information. Questions and doubts.	IBEC (All)
18:00	AOB and Closing Remarks.	IBEC